



# San Diego Unified School District

Communications Department

Fax: (619) 725-5576

---

## Employee Communications Survey

The Communications Department needs your input in order to make sure employees are receiving information they need, want and can use. Please take a few minutes to complete and submit this survey. The survey can be completed anonymously. Thanks in advance for your time and opinions.

1. What is the primary source of news and information you receive about the district? Circle one.

- A. My supervisor
- B. Newsline
- C. Friday Notes
- D. Staff Bulletin
- E. District website ([www.sandi.net](http://www.sandi.net))
- F. All Staff e-mail
- G. Outside news media (newspapers, television or radio)
- H. Other (please specify) \_\_\_\_\_

2. How would you prefer to receive important news and information about the district? Circle one.

- A. My supervisor
- B. Newsline
- C. Friday Notes
- D. Staff Bulletin
- E. District website ([www.sandi.net](http://www.sandi.net))
- F. All Staff e-mail
- G. Outside news media (newspapers, television or radio)
- H. Other (please specify) \_\_\_\_\_

3. How would you rate the quality, accuracy and content of the following communications vehicles? Circle one.

District Website ([www.sandi.net](http://www.sandi.net))

- A. Excellent
- B. Good
- C. Fair
- D. Poor
- E. I don't visit the web site
- F. No opinion

Newsline

- A. Excellent
- B. Good
- C. Fair
- D. Poor
- E. I don't what it is
- F. No opinion

Staff Bulletin

- A. Excellent
- B. Good
- C. Fair
- D. Poor
- E. I don't know what it is
- F. No opinion

4. How would you rate the overall quality and content of the communications you receive from the District on a regular basis? Circle one.

- A. Excellent
- B. Good
- C. Fair
- D. Poor
- E. No opinion

5. In what form do you prefer to receive written news and information about the district on a regular basis?

- A. Printed on paper and sent via school mail
- B. Electronic distribution through e-mail
- C. Other (please specify)\_\_\_\_\_

6. Please provide any suggestions you may have to enhance and/or improve internal communications. (Feel free to use additional paper if needed.)

Please provide your school/department and position even if you don't include your name.

Name (Optional):

School/Department:

Position:

Please return the completed survey to the Communications Department by fax to (619) 725-5576, or school mail to Ed Center, Room 2145.

Thank you!

06/2008