WhatsApp Chatbot Instructions

Dear Principals/Head of the Institutions,

Greetings to you.

You will receive an email regarding the detailed step-by-step instructions. Before that please read the important note given in the last page. The step-by-step instructions for demo testing by you and your faculty members is as follows:

Step 1:

Please log into the portal using your Institution ID and Password.

After login navigate to the Student Master Tab.

On Top of it you can find Search Box. There you type Demo

Then you will find a Demo student Record. Fill the 10 digit Mobile Number of yours or any other faculty members number to do demo test.

You can test the demo test only once. If you want to do repeated demo test, add any other faculty members/other mobile number to do repeated test.

Step 2:

Feedback WhatsApp Number: 7871511522

You must save this number with the name "Nal Aasaan"

After saving this mobile number, send a message "Hi" to this mobile number from your WhatsApp number .

Step 2:

Then he/ she will receive a message as given below:

Hi Student Name,

Welcome to the Nal Aasaan Faculty Feedback Portal!

Your honest feedback helps us create a better learning experience for everyone.

Please take a moment to rate your faculty based on their teaching quality, support, and effectiveness.

Your opinion is important to us! 🔆

- 🕏 பேராசிரியர் கருத்து பகிர்வு தளத்திற்கு வரவேற்கிறோம்!
- உங்கள் நேர்மையான கருத்துகள் எங்களுக்கு சிறந்த கற்றல் அனுபவத்தை உருவாக்க உதவும்.

கற்பித்தல் தரம், வழிகாட்டுதல் மற்றும் பயன்முறை ஆகியவற்றை அடிப்படையாகக் கொண்டு உங்கள் பேராசிரியர்களை மதிப்பிட ஒரு நிமிடம் எடுத்துக் கொள்ளுங்கள்.

உங்கள் கருத்துக்கள் மிகவும் முக்கியம்! 🌾

Step 3:

The student will be asked to select the Language of his/her choice Select Language / மொழியைத் தேர்ந்தெடுக்கவும்

He will be asked to select the language as English/Tamil

Then he will be explained the Rating Scale

Rating scale:

- 5 X Outstanding Exceptional teaching & guidance.
- 4 degree Good Effective and dependable.
- 3 Pair Acceptable but can improve.
- 2 Weeds Improvement Requires focused effort.
- 1 \frac{1}{7} Unsatisfactory Fails to meet expectations

The Student details appears as follows:

Student Name (Reg No): Ex Rajesh (2411)

College Name (Ins Code): Ex GPT 102

Branch Name: Ex MECHANICAL ENGINEERING (FULL TIME)

Then he/she will be asked to choose the faculty members

Select a staff to rate:

Step 4 :

He/She will be asked to Choose the Staff Name/Names for the Subject/Subjects he wants to give feedback. He/She may give feedback for one particular teacher, or for all the subjects and for all the faculty members as per his/her wish.

Feedback is to be given on the following three attributes:

You are going to rate the faculty members who taught subjects in the previous semester in the following rating scale..

Questions in English

- 1. Whether the teacher is able to explain concepts clearly and demonstrate the applications of the subject?
- 2. Whether the teacher is approachable for clarifying doubts and communicates effectively?
- 3. Whether the teacher engages students in meaningful class activities that promote learning?

Questions In Tamil

- 1. உங்கள் ஆசிரியர் அவர்களின் கற்பித்தல் முறையின் மூலம், பாடத்தின் கருத்தும் அதின் பயன்பாடும் உங்களுக்கு விளங்கச் செய்ய முடிந்ததா ?
- 2. சந்தேகங்களைத் தீர்க்க உங்கள் ஆசிரியரை எளிதில் அணுக முடிந்ததா ?மேலும் உங்கள் ஆசிரியரின் உரையாடல் திறன் சிறப்பாக இருந்ததா ?
- 3. உங்கள் ஆசிரியர், மாணவர்களின் கற்றல் செயல்பாடுகளில் ஈடுபடச் செய்து, கற்றலை மேம்படுத்த உதவினாரா?

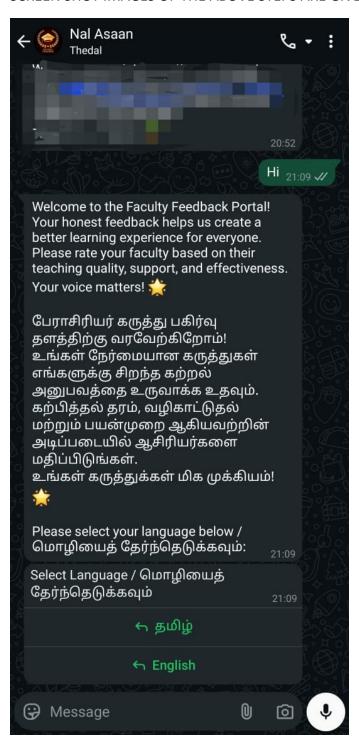
Step 5:

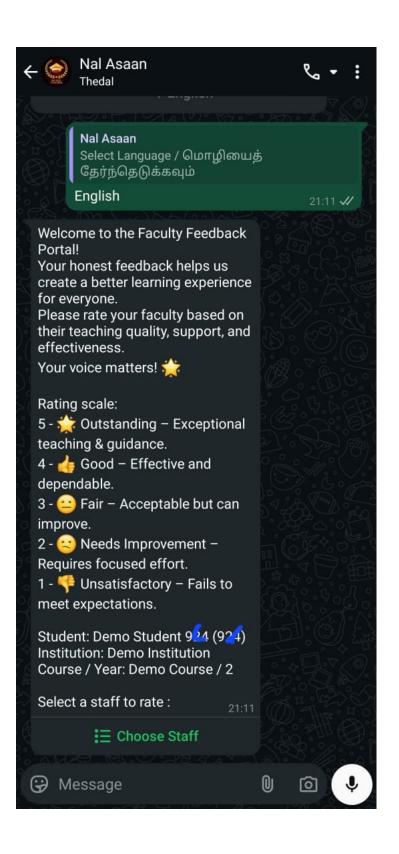
The students will give feedback rating in the scale of 1-5 for each question for the faculty members of his/her choice.

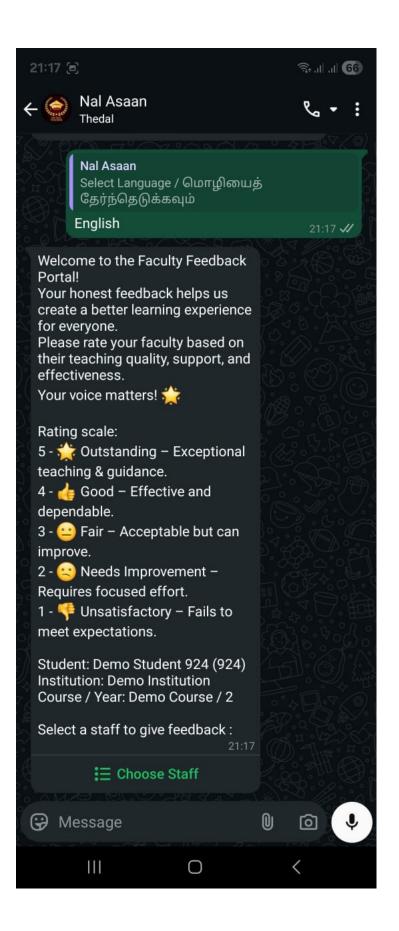
He/She after submitting the feedback and wanted to give back for other faculty members he/she may choose to continue to give feedback for other faculty members name and give the feedback.

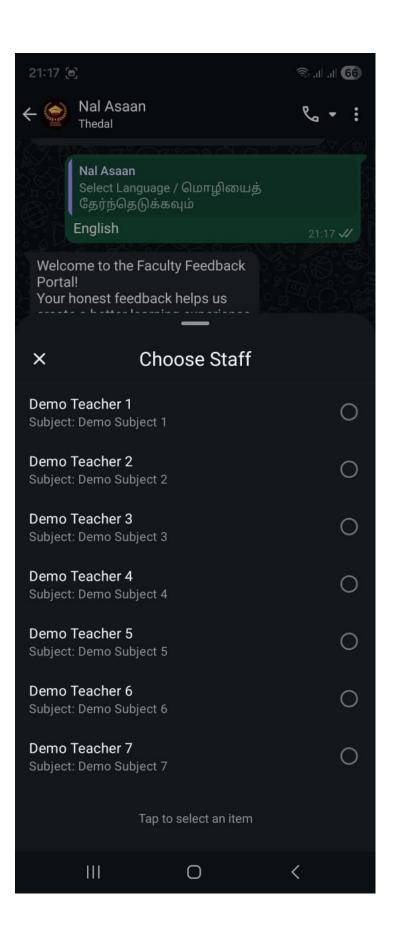
Otherwise, he/she is given the option to exit from the chat.

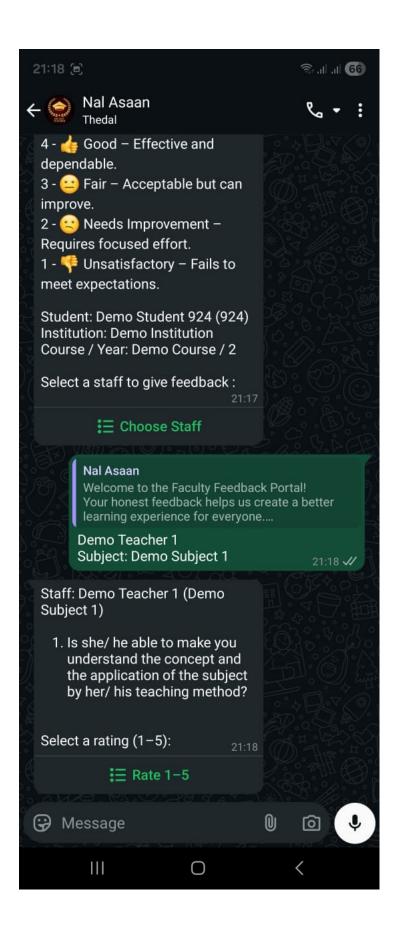
SCREEN SHOT IMAGES OF THE ABOVE STEPS ARE GIVEN BELOW:

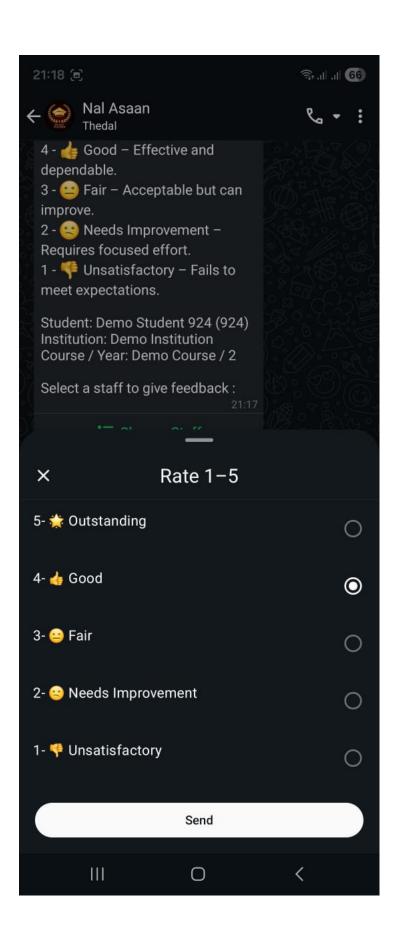


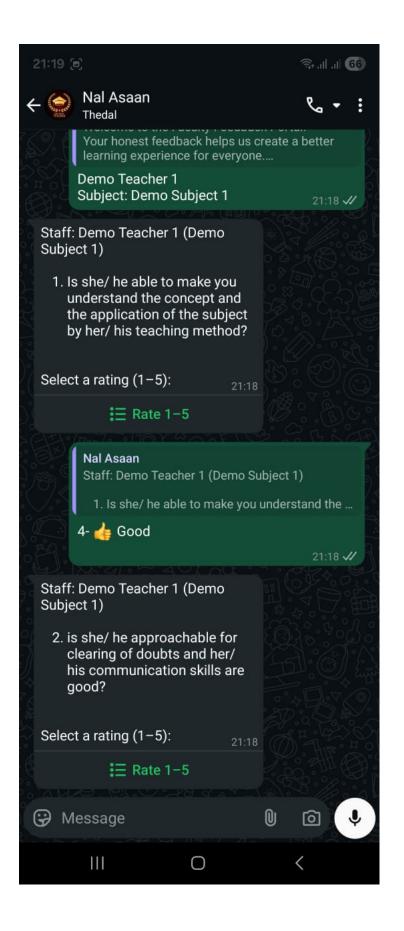


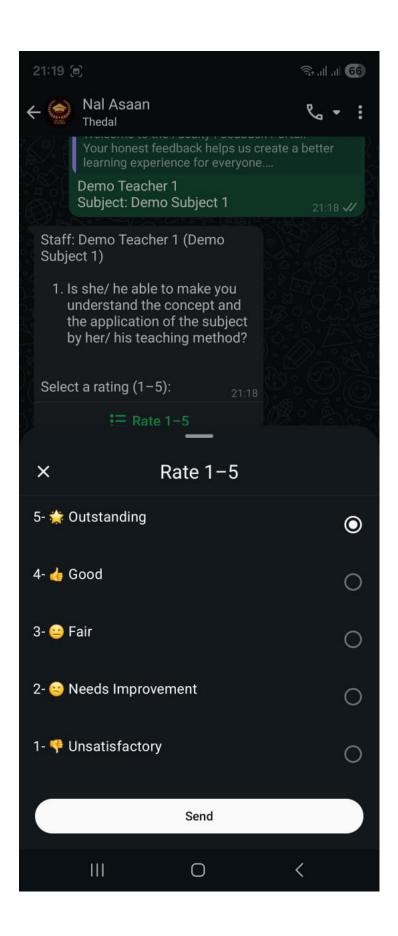


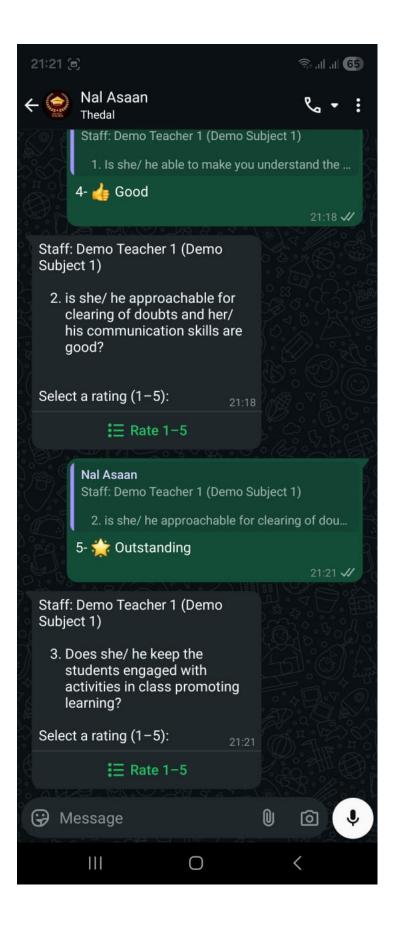


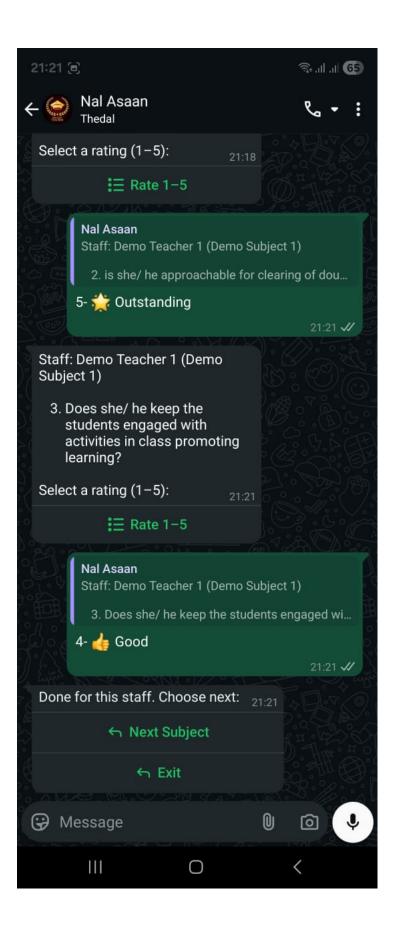


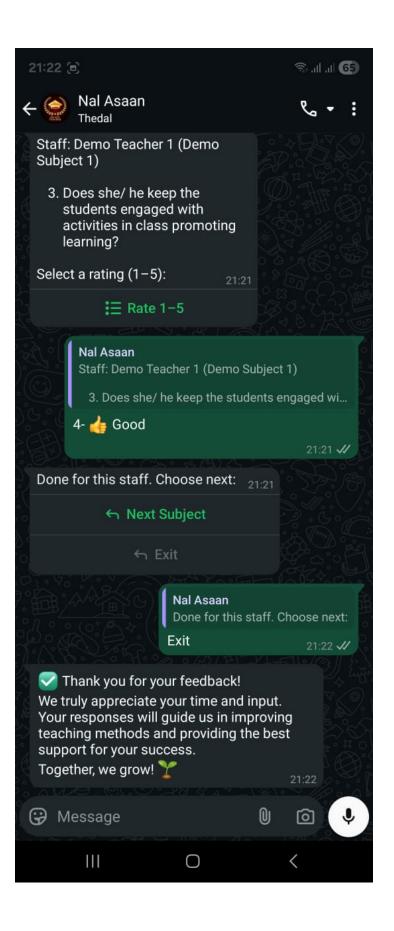












Important Note:

- 1. After the demo test done by you/your faculty members, the students can start giving feedback from their registered mobile number mentioned in this portal against their names until 05/09/2025 5 PM.
- 2. The portal will be locked for further editing by 4/9/2025 10.30 AM.
- **3.** The Autonomous Institute Data will be imported to the portal, and they can also do demo test, and they can ask the students to give feedback from 11.30 AM.
- **4.** Before that the Autonomous institutes have to login and check whether the data is imported properly. If any discrepancies, please inform the support team.
- **5.** If any records are missing against the Teacher Subjects Handled in any of the institutions for any branch subject, please email us. After we enabled that record you can ask your students to give feedback.
- **6.** Institutes participated in the Nal Aasaan Feedback Survey must send a message to the Support Whatsapp Mobile Number (+91) 9843743757 with Institute code to give confirmation that the data for all the students are entered and Staff Members Names are assigned against all the **Teacher Handled Subjects Tab.**
- 7. Use Help & Support Menu Inside the portal for all your queries, if your queries are not answered within half an hour then send a whatsapp message to 984373757 and then finally make a call to 9843043091. Since our support team has to answer for numerous queries from various institutions simultaneously.
- 8. If due to unavoidable reasons server down/or during portal updation or for any further instructions from our end, please follow the scrolling message before making calls to us.
- We notify common instructions to all the institutions via the Home Page Scrolling message only.