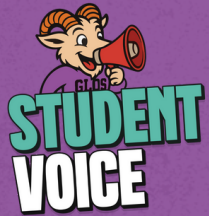


COURSE REPS

Analysing Data



Part of being an effective Course Rep is being able to look at the feedback you collect and turn it into something clear, accurate and useful. You do not need to be a data expert to do this. You simply need to spot patterns, separate individual issues from wider themes and understand what the information is telling you about the student experience. Good analysis helps you speak with confidence, present a fair picture of what is happening and make sure action is focused on what matters most.

Start by gathering your feedback in one place. This might include comments from group chats, short surveys, informal conversations, emails, meetings or social media polls. Once everything is collected, read through it slowly and decide whether each piece of feedback is individual, shared by a small group or felt across the whole year. You can also consider whether the issue is practical, academic, wellbeing-related or linked to facilities or communication. This helps you organise the information in a clear way before sharing it.

Look for repeated words, shared experiences or patterns linked to a specific module, deadline, teaching style, timetable or resource. If only one or two people mention something, it may still be important, especially if it is serious or safeguarding-related, but it should not be presented as a full course issue without checking. If you are unsure, speak to a wider group, run a quick poll or ask for examples to understand it better.

When presenting your findings, keep them factual and neutral. Focus on what students have said, how many feel the same way and why it matters. You do not need to offer your personal opinion unless it helps explain context. It can also be helpful to include positive comments, as change often happens more easily when staff can see what is working well alongside what needs attention.