Needs Analysis Questionnaire for the Preparatory Students at Police College

Questionnaire

### For English Language Teachers

Dear colleague,

The researcher is an MA TEFL student at Hacettepe University and currently working as an English teacher at Police College. The main aim of this study is to determine English language needs of preparatory students at Police College in Ankara. Your opinions and experiences will help the researcher a lot in his research. Therefore, your answers to the following questions will have a vital importance in designing and improving the curriculum for the preparatory program. Please be sure that your answers will be kept confidential. And, finally, your serious answers will do a lot for this research and for the preparatory students.

1. Please read each item carefully.
2. Use the following scoring system to give a response to each item.

SCORING SYSTEM:

**1 2 3 4 5**

fairly unimportant unimportant neutral important fairly important

M. Murat PAYAM

Thanks a lot for your great concern and cooperation.

# If you have any questions, please call: 05053541244

Ankara Polis Koleji / Çamlıca Mah. 06000 – ANKARA

**1 2 3 4 5**

fairly unimportant unimportant neutral important fairly important

**Please circle ONE number for each item according to their degree of importance**

1- Why do you think Police College students **need English?**

## **Communication Needs**

- To participate in class discussions in English 1 2 3 4 5

- To communicate with foreigners who do not speak Turkish 1 2 3 4 5

- To write term papers and answer examination questions in English 1 2 3 4 5

- To know people from other backgrounds and cultures 1 2 3 4 5

- To read basic textbooks and journals in English 1 2 3 4 5

- To be able to undertake negotiations on the telephone 1 2 3 4 5

- To understand, and note the contents of lessons 1 2 3 4 5

- To talk to friends and write letters, postcards to them 1 2 3 4 5

Other (s), please specify

- ……………………………………………………………..

- ……………………………………………………………..

## **Academic Needs**

- To understand formal lectures given in English 1 2 3 4 5

- To have a chance to be sent abroad for professional development 1 2 3 4 5

- To settle down in a foreign country 1 2 3 4 5

- To read materials in English related to their field of study 1 2 3 4 5

- To travel and study abroad 1 2 3 4 5

- To have a high salary and for job promotion 1 2 3 4 5

- To improve English for their future job 1 2 3 4 5

- To use the library for their private studies 1 2 3 4 5

Other (s), please specify

- ……………………………………………………………..

2- Which language skills and components do you consider **necessary** for your students?

### Communication Needs

- Listening 1 2 3 4 5

- Speaking 1 2 3 4 5

- Reading 1 2 3 4 5

- Writing 1 2 3 4 5

- Grammar 1 2 3 4 5

- Vocabulary 1 2 3 4 5

## **Academic Needs**

- Listening 1 2 3 4 5

- Speaking 1 2 3 4 5

- Reading 1 2 3 4 5

- Writing 1 2 3 4 5

- Grammar 1 2 3 4 5

- Vocabulary 1 2 3 4 5

**LANGUAGE SKILLS**

#### LISTENING

**Please circle ONE number for each item according to their degree of importance**

3- Which listening abilities are **most important** for your students in Police College?

### Communication Needs

- To understand and take notes during lessons 1 2 3 4 5

- To understand and identify what others are saying 1 2 3 4 5

- To understand conversations in class 1 2 3 4 5

- To realize where sentences begin and end 1 2 3 4 5

- To follow spoken instructions and orders 1 2 3 4 5

- To listen for specific and general information 1 2 3 4 5

- To improve pronunciation skills 1 2 3 4 5

- To recognize cohesive devices in spoken discourse 1 2 3 4 5

Other (s), please specify

- ……………………………………………………………..

- …………………………………………………………….

## **Academic Needs**

- To understand and take notes during lectures related to them 1 2 3 4 5

- To recognize discourse markers in the sentences 1 2 3 4 5

- To listen to different dialects of English 1 2 3 4 5

- To recognize words in the context by the help of speech sounds 1 2 3 4 5

- To understand dialogues in which native speakers speak 1 2 3 4 5

- To listen to recorded materials related to their field of study 1 2 3 4 5

- To effectively transmit information to a listener 1 2 3 4 5

- To distinguish between literal and implied meaning 1 2 3 4 5

Other (s), please specify

- ……………………………………………………………..

- ……………………………………………………………..

#### SPEAKING

**Please circle ONE number for each item according to their degree of importance**

4- Which of the speaking skills are **most essential** in Police College?

### Communication Needs

- To participate in class discussions 1 2 3 4 5

- To talk about past, present and future 1 2 3 4 5

- To speak fluently and accurately 1 2 3 4 5

- To ask and answer questions in the class 1 2 3 4 5

- To get and give personal information 1 2 3 4 5

- To pronounce words clearly and correctly in the class 1 2 3 4 5

- To express feelings and ideas 1 2 3 4 5

- To form grammatically correct sentences while speaking 1 2 3 4 5

Other (s), please specify

- ……………………………………………………………..

- ……………………………………………………………..

## **Academic Needs**

- To ask and answer questions in lectures 1 2 3 4 5

- To participate international conference discussions 1 2 3 4 5

- To use the language appropriately in socio-cultural contexts 1 2 3 4 5

- To ask for and give advice and directions 1 2 3 4 5

- To organize and present oral reports related to their field 1 2 3 4 5

- To make suggestions and accepting or declining 1 2 3 4 5

- To give instructions to the foreigners 1 2 3 4 5

- To put the words in correct order to make correct utterances 1 2 3 4 5

Other (s), please specify

- ……………………………………………………………..

- ……………………………………………………………..

#### READING

**Please circle ONE number for each item according to their degree of importance**

5- Which of the following reading skills are **necessary** for your students in reading?

### Communication Needs

- To understand the main idea of the reading texts 1 2 3 4 5

- To understand the reading passages in detail 1 2 3 4 5

- To make inferences about the passage 1 2 3 4 5

- To read blackboard notes 1 2 3 4 5

- To make summaries and deducing unknown words 1 2 3 4 5

- Skimming (reading quickly for the main idea or gist) 1 2 3 4 5

- Scanning (reading quickly for a specific piece of information) 1 2 3 4 5

- To read literary works 1 2 3 4 5

- Other (s), please specify

- ……………………………………………………………..

- ……………………………………………………………..

## **Academic Needs**

- To read both books, newspapers and journals 1 2 3 4 5

- To read materials related to their own subject 1 2 3 4 5

- To read documents and texts related to politics 1 2 3 4 5

- To read materials suitable to their preferences 1 2 3 4 5

- To express the information in diagrams and charts 1 2 3 4 5

- To read international travel signs and laws 1 2 3 4 5

- Skimming (reading quickly for the main idea or gist) 1 2 3 4 5

- Scanning (reading quickly for a specific piece of information) 1 2 3 4 5

- Other (s), please specify

- ……………………………………………………………..

- ……………………………………………………………..

#### WRITING

**Please circle ONE number for each item according to their degree of importance**

6- Which of the writing skills are **most essential** in Police College?

### Communication Needs

- To write term papers, essays 1 2 3 4 5

- To write an article about a classmate or oneself 1 2 3 4 5

- To take notes in the class 1 2 3 4 5

- To write an invitation or a page in a diary 1 2 3 4 5

- To prepare home assignments 1 2 3 4 5

- To formulate the topic and concluding sentences 1 2 3 4 5

- To write a postcard and a letter to a pen friend 1 2 3 4 5

- To organize information in a paragraph 1 2 3 4 5

- Other (s), please specify

- ……………………………………………………………..

- ……………………………………………………………..

## **Academic Needs**

- To take notes in formal lectures 1 2 3 4 5

- To write an article based on an interview 1 2 3 4 5

- To write to find a good job 1 2 3 4 5

- To make surveys, take notes and make summaries 1 2 3 4 5

- To prepare reports related to their field of study 1 2 3 4 5

- To have coherence and cohesion in a paragraph and across paragraphs 1 2 3 4 5

- To use punctuation marks correctly 1 2 3 4 5

- To write a paper on a specific topic related to their own subject 1 2 3 4 5

- Other (s), please specify

- ……………………………………………………………..

- ……………………………………………………………..

#### GRAMMAR

**Please circle ONE number for each item according to their degree of importance**

7- Which of the followings are **most essential** in Police College?

### Communication Needs

- To use grammar for communicative purposes 1 2 3 4 5

- To understand the grammar people use 1 2 3 4 5

- To form grammatically correct sentences while communicating 1 2 3 4 5

- To remember the grammatical rules easily while speaking 1 2 3 4 5

- To cope with grammatical forms when reading in English 1 2 3 4 5

- To make grammatically correct sentences while writing 1 2 3 4 5

- Other (s), please specify

- ……………………………………………………………..

- ……………………………………………………………..

### Academic Needs

- To deal with the morphology and syntax of English 1 2 3 4 5

- To be more conscious about the language they are speaking 1 2 3 4 5

- To have a linguistic competence in English 1 2 3 4 5

- To send and receive messages briefly and correctly via grammar 1 2 3 4 5

- To have formal accuracy for their professional goals 1 2 3 4 5

- To pass the grammar based exams in Turkey 1 2 3 4 5

- Other (s), please specify

- ……………………………………………………………..

- ……………………………………………………………..

#### VOCABULARY

**Please circle ONE number for each item according to their degree of importance**

8-Which of following items are **most important** for your students in Police College?

### Communication Needs

- To have an extensive vocabulary for effective communication 1 2 3 4 5

- To use appropriate words to express their opinions 1 2 3 4 5

- To give Turkish or English equivalents of the words 1 2 3 4 5

- To select appropriate vocabulary in writing 1 2 3 4 5

- To cope with unknown vocabulary when reading 1 2 3 4 5

- To understand the definitions in a dictionary 1 2 3 4 5

- Other (s), please specify

- ……………………………………………………………..

- ……………………………………………………………..

### Academic Needs

- To know the technical vocabulary related to their subject 1 2 3 4 5

- To select appropriate vocabulary in academic writing 1 2 3 4 5

- To pronounce words clearly and correctly 1 2 3 4 5

- To cope with unknown vocabulary when reading academic texts 1 2 3 4 5

- To translate technical vocabulary into Turkish 1 2 3 4 5

- Other (s), please specify

- ……………………………………………………………..

- ……………………………………………………………..

THANK YOU FOR YOUR MOST PRECIOUS COOPERATION

**Kaynak:** Payam, M.M. (2005). An analysis of English language needs of the preparatory students at police college. Yayımlanmamış Yüksek Lisans Tezi. Hacettepe Üniversitesi. Eğitim Fakültesi/Yabancı Diller Eğitimi Bölümü/İngiliz Dili Eğitimi Anabilim Dalı. Ankara.