
To : All HKCC Students
From : Hong Kong Community College
Date : 7 September 2018
Re : **Online Suggestion Box for Services Provided in Laboratories, Studios and Workshops**

Dear Students

We are pleased to announce that an online suggestion box for services provided in laboratories, design studios and workshops is now available on Moodle (<http://moodle.cpce-polyu.edu.hk>): *Moodle > Feedback on the services provided in laboratories, studios and workshops (2018/19)*.

This online suggestion box will provide both students and staff a feedback channel on their experience in using the services provided in the following facilities:

- Design Studios
- Healthcare Laboratory
- IT Laboratories
- Language Laboratories
- Metal and Wood Workshop
- Multi-Purpose Laboratory
- Science Laboratory

For students using workshops in the Industrial Centre at PolyU Main Campus:

- Additive Manufacturing Workshop 1 at PolyU W501
- Additive Manufacturing Workshop 2 at PolyU W002
- Composites Workshop 1 at PolyU W003
- Composites Workshop 2 at PolyU W004a
- Design Realization Workshop at PolyU W401j
- Digital Manufacturing Workshop at PolyU U004
- Electronics Workshop at PolyU W311
- Engineering Design & Appreciation Workshop at PolyU U204
- Intelligent Automation Workshop at PolyU W402
- Machining & Metrology Workshop at PolyU U401
- Reverse Engineering/3D Scanning Workshop at PolyU W503
- Sheet Metal & Welding Workshop at PolyU W001
- Surface Finishing & Photochemical Machining Workshop at PolyU W401

This suggestion box is independent from the Student Feedback Questionnaire (SFQ) exercise. Feedback collected will be shared and discussed at the meetings of the Student/Staff Consultative Groups, Scheme/Programme Executive Groups and other relevant meetings for the improvement of the services provided.

Please feel free to let us know your feedback on the services provided in laboratories, design studios and workshops via Moodle.

In case of enquiries, you are welcome to contact us at 3746-0123 (tel.), [ccoffice@hkcc-polyu.edu.hk](mailto:coffice@hkcc-polyu.edu.hk) (email), 2994-8721 (fax-Hung Hom Bay Campus), 2625-4159 (fax-West Kowloon Campus), or visit

our Information Kiosk on UG/F, PolyU Hung Hom Bay Campus or 2/F, North Tower, PolyU West Kowloon Campus.

Regards

Hong Kong Community College

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