



EXIT INTERVIEW QUESTIONNAIRE  
Facility and Property Management

Turn in to program chair during exit interview. This interview is usually done 1-2 months before graduation.

**This form must be typed!**

This survey is conducted with every FPM student that is graduating. We appreciate your taking the time to fill it out. It is very important to us to get feedback from you at this time in order to continually improve the program. If you need more space to answer on any of the questions, please attach an additional sheet.

Name:

Date:

Student ID #:

Graduation Date:

Email Address:

Phone Number:

Contact information for someone who will know your whereabouts for the next 5 years (other than spouse):

Name:

Relationship:

Address:

Phone Number:

List any foreign languages you speak:

What is your home state?

1. How did you become acquainted with your major?

2. Please list honors or student positions held at BYU:

3. Please comment regarding your feelings pertaining to the following:

Advisement:

Teachers:

4. Please indicate which career placement tools you used while attending BYU

- eRecruiting web site                       "Useful Links" SOT Advise web page                       Email from SOT Advise
- Info Sessions                                       "Blue Book" SOT Advise web page                       "Dress for Success" seminar
- Career Fairs                                       College placement- Jay Irvine/ Dottie Jensen

Other tools:

Any additional feedback:

5. Please list summer, part-time, and co-op employment you have had while attending BYU:

Date	Employer	Duties

5. Please list employment interviews and offers

On/Off campus interview	Company Name	Position Offered	Salary
<input type="radio"/> On <input type="radio"/> Off		<input type="radio"/> Yes <input type="radio"/> No	
<input type="radio"/> On <input type="radio"/> Off		<input type="radio"/> Yes <input type="radio"/> No	
<input type="radio"/> On <input type="radio"/> Off		<input type="radio"/> Yes <input type="radio"/> No	
<input type="radio"/> On <input type="radio"/> Off		<input type="radio"/> Yes <input type="radio"/> No	
<input type="radio"/> On <input type="radio"/> Off		<input type="radio"/> Yes <input type="radio"/> No	

6. Are you interested in attending graduate school?  Y  N

If attending or interested, which program?

7. Are you actively seeking employment?  Y  N

8. If you have already accepted an employment offer, please answer the following:

Company Name	
Company Location (City, State)	
Job Title	
In which geographical areas does this company do work?	
Approximate salary (including projected bonuses)	
Benefits (insurance, 401K, etc.)	

How did you make contact with this company?

- University Placement Center   
 Friend or Relative in Company   
 Previous Employment with Company  
 Personal Contact   
 Academic Dept. Contact   
 Other

What will be your primary job responsibilities?

Program Evaluation

1. Considering all the major required classes you took at BYU, which classes stand out as especially noteworthy and why?

2. Are there classes in your BYU experience that seem mostly irrelevant or much less useful? If so, please list them.

3. Suggestions for improving classes of least value:

4. What element or aspect of your major was the most important to you and why?

5. What element or aspect of your major was the greatest disappointment to you?

6. Suggestions for improving those aspects of your education that were disappointing:

7. Looking back at your total education, if you were starting over, what would be the most important changes you would make?

The following is an analysis of your knowledge of core facility management competencies.

Please indicate your level of knowledge in each area by marking 1 through 5.

1-No knowledge, and 5-Comprehensive knowledge

### Facility Function (Professional Practice)

1. A comprehension of the ethical and legal responsibilities and concerns  1  2  3  4  5
2. An awareness of corporate culture  1  2  3  4  5
3. An awareness of relationships of the facilities unit to other organizational divisions  1  2  3  4  5
4. An awareness of the history of facility management and related professions  1  2  3  4  5
5. A comprehension of the concepts and responsibilities of the profession  1  2  3  4  5
6. A comprehension of the human resources, practices, and issues  1  2  3  4  5
7. A comprehension of the organizational frameworks for delivery of facility management services  1  2  3  4  5
8. An awareness of facility management industry structure  1  2  3  4  5
9. An awareness of standards  1  2  3  4  5
10. An awareness of international facility management issues  1  2  3  4  5
11. A comprehension of basic facility management functions  1  2  3  4  5
12. A comprehension of service concepts  1  2  3  4  5
13. A comprehension of codes and regulatory issues  1  2  3  4  5
14. An awareness of proactive/reactive management techniques  1  2  3  4  5
15. An awareness of risk management techniques  1  2  3  4  5
16. A comprehension of contracts and contract management  1  2  3  4  5
17. A comprehension of outsourcing  1  2  3  4  5
18. A comprehension of business plan  1  2  3  4  5

### Human and Environmental Factors

1. A comprehension of environmental psychology  1  2  3  4  5
2. A comprehension of human factors/ergonomics  1  2  3  4  5
3. An application/analysis of impact of facilities on individual, group, and organizational performance, comfort, and satisfaction  1  2  3  4  5
4. A comprehension of environmental protection issues  1  2  3  4  5
5. An awareness of environmental process: air, water, sound, ground  1  2  3  4  5
6. A comprehension of regulatory issues  1  2  3  4  5
7. An application/analysis of environment, health, and safety issues  1  2  3  4  5
8. An awareness of quality of life issues  1  2  3  4  5
9. An awareness of due diligence studies (liability analysis)  1  2  3  4  5
10. A comprehension of emergency preparedness  1  2  3  4  5
11. A comprehension of environmental impact assessment  1  2  3  4  5
12. A comprehension of waste management and recycling  1  2  3  4  5
13. An application/analysis of facility needs arising from diverse user populations  1  2  3  4  5

## Planning and Project Management

### -General Processes

1. A comprehension of long-range strategies and tactical planning  1  2  3  4  5
2. An application/analysis of lining facility planning to business planning  1  2  3  4  5
3. A comprehension of organization and structure of sites, buildings, and interiors  1  2  3  4  5
4. A comprehension of the processes for planning, programming, designing, and constructing, and occupying facilities  1  2  3  4  5
5. A comprehension of the basic bulking types and their effects on organizational functions  1  2  3  4  5
6. An awareness of building and interior construction processes  1  2  3  4  5
7. An application/analysis of project management processes  1  2  3  4  5

### -Specific Tools and Techniques

1. An application/analysis of documentation--construction, planning design, and contracts  1  2  3  4  5
2. An application/analysis of facility inventory  1  2  3  4  5
3. An application/analysis of forecasting  1  2  3  4  5
4. Facility programming  1  2  3  4  5
5. An application/analysis of space planning and relocation management  1  2  3  4  5
6. An awareness of relocation management  1  2  3  4  5
7. An application/analysis of specification--construction, furnishings, finishes, and equipment  1  2  3  4  5
8. A comprehension of design and corporate standards  1  2  3  4  5
9. An analysis of value engineering (management)  1  2  3  4  5
10. A comprehension of post-occupancy evaluation  1  2  3  4  5
11. A comprehension of contract management  1  2  3  4  5
12. An application/analysis of cost estimating techniques  1  2  3  4  5

## Finance

1. An application/analysis of financial analysis and justification of facilities decisions.  1  2  3  4  5
2. An application/analysis of life-cycle costing  1  2  3  4  5
3. An application/analysis of payback analysis, net present value  1  2  3  4  5
4. An application/analysis of depreciation  1  2  3  4  5
5. A comprehension of budget formulation, execution, and control  1  2  3  4  5
6. A comprehension of accounting (financial and managerial)  1  2  3  4  5
7. A comprehension of asset management  1  2  3  4  5
8. A comprehension of capital budgeting  1  2  3  4  5
9. A comprehension of procurement and purchasing  1  2  3  4  5
10. A comprehension of risk management and analysis  1  2  3  4  5
11. A comprehension of business plans  1  2  3  4  5

## Operations and Maintenance

1. an applicaton/analysis of the security and life-safety management  1  2  3  4  5
2. An application/analysis of cost control  1  2  3  4  5
3. A comprehension of disaster preparedness  1  2  3  4  5
4. A comprehension of energy management  1  2  3  4  5
5. An application/analysis of building systems and related technologies  1  2  3  4  5

6. A comprehension of building structure and permanent interior elements  1  2  3  4  5
7. An application/analysis of furniture and equipment  1  2  3  4  5
8. A comprehension of grounds and exterior elements  1  2  3  4  5
9. An application/analysis of diagnostics, performance, and needs assessment  1  2  3  4  5
10. An awareness of inventory management  1  2  3  4  5
11. A comprehension of communications systems management (voice, data, cabling, etc.)  1  2  3  4  5
12. An application/analysis of maintenance management (predictive, preventative, corrective, and custodial)  1  2  3  4  5
13. An application/analysis of computer-aided facility maintenance and operations systems  1  2  3  4  5
14. An awareness of food service  1  2  3  4  5
15. An awareness of transportation and fleet management  1  2  3  4  5
16. An awareness of warehouse operations  1  2  3  4  5
17. A comprehension of standards, practices, policies, and procedures  1  2  3  4  5
18. A comprehension of waste management  1  2  3  4  5

### **Real Estate**

1. An application/analysis of managing real estate as an asset  1  2  3  4  5
2. An application/analysis of inventory, tracking and reporting real estate assets  1  2  3  4  5
3. An application/analysis of property acquisition and disposal  1  2  3  4  5
4. A comprehension of site evaluation and selection  1  2  3  4  5
5. A comprehension of leasing practices, lease management  1  2  3  4  5
6. An awareness of marketing, market analysis, and appraisal (valuation)  1  2  3  4  5
7. An awareness of taxation  1  2  3  4  5
8. An awareness of real estate financing and development economics  1  2  3  4  5
9. An awareness of property development  1  2  3  4  5
10. An application/analysis of master planning  1  2  3  4  5
11. An awareness of land use and building trends  1  2  3  4  5
12. An application/analysis of occupancy and use constraints, regulations, and incentives  1  2  3  4  5
13. An awareness of the highest and best use studies  1  2  3  4  5
14. A comprehension of negotiation  1  2  3  4  5
15. A comprehension of feasibility analysis  1  2  3  4  5
16. A comprehension of real estate documents  1  2  3  4  5

### **Communication**

1. A comprehension of negotiating and conflict resolution  1  2  3  4  5
2. An application/analysis of effective communication and reporting skills in the following areas:
 

Writing	<input type="radio"/> 1 <input type="radio"/> 2 <input type="radio"/> 3 <input type="radio"/> 4 <input type="radio"/> 5
Speaking	<input type="radio"/> 1 <input type="radio"/> 2 <input type="radio"/> 3 <input type="radio"/> 4 <input type="radio"/> 5
Presentations	<input type="radio"/> 1 <input type="radio"/> 2 <input type="radio"/> 3 <input type="radio"/> 4 <input type="radio"/> 5
Listening	<input type="radio"/> 1 <input type="radio"/> 2 <input type="radio"/> 3 <input type="radio"/> 4 <input type="radio"/> 5
3. An application/analysis of creating and using multi-media reports and presentations  1  2  3  4  5
4. An application/analysis of comprehending technical documents  1  2  3  4  5
5. A comprehension of conducting group meetings  1  2  3  4  5

6. An application/analysis of electronic communications media  1  2  3  4  5
7. An application/analysis of presentations of statistical information  1  2  3  4  5
8. A comprehension of personal and professional networks  1  2  3  4  5

**Quality Management and Assessment Procedures (Research and Analytical Methods)**

1. A comprehension of quality management and assessment procedures  1  2  3  4  5
2. An application/analysis of literature search  1  2  3  4  5
3. A comprehension of research design and methodologies  1  2  3  4  5
4. A comprehension of data collection, analysis, and application  1  2  3  4  5
5. A comprehension of basic descriptive and inferential statistical methods  1  2  3  4  5
6. An application/analysis of presentation of statistical information  1  2  3  4  5
7. A comprehension of post-occupancy evaluation  1  2  3  4  5
8. A comprehension of benchmarking  1  2  3  4  5
9. An awareness of audits  1  2  3  4  5
10. An application/analysis of interpreting research  1  2  3  4  5
11. An application/analysis of diagnostic, performance, and needs assessment  1  2  3  4  5

**Integrative and Problem Solving Skills (Capstone Course)**

1. An application/analysis of understanding the organization  1  2  3  4  5
2. An application/analysis of identifying user requirements  1  2  3  4  5
3. An application/analysis of setting performance criteria  1  2  3  4  5
4. An application/analysis of facilities design and planning  1  2  3  4  5
5. An application/analysis of asset management planning  1  2  3  4  5
6. An application/analysis of option appraisal  1  2  3  4  5
7. An application/analysis of resource planning  1  2  3  4  5
8. An application/analysis of performance appraisal  1  2  3  4  5
9. An application/analysis of project plan  1  2  3  4  5
10. An application/analysis of project report  1  2  3  4  5
11. An application/analysis of project presentation  1  2  3  4  5

Comments:

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Student Signature

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Program Chair Signature