

FACILITATOR EVALUATION FORM

Training: T38-05 Measurement Canada Specific Requirements **Location:** Valleyfield, QC

Date: Feb 23, 2005

Facilitator(s): Ned Gravel

Item	Met Participant Needs?				
	1 No	2	3 OK	4	5 Yes
Course Objectives:	<i>√ as appropriate below</i>				
Were you given the opportunity to help define them?	0	1	4	8	18
Were they well defined?	0	2	5	12	12
Were they achieved?	2	1	8	12	8
Course Content:					
Was the material appropriate?	0	0	4	11	16
Complexity (1=too complex or too simple ← → Perfect=5)	0	1	8	16	6
Was the material clear to you?	0	0	6	13	12
Volume (1=too much or not enough ← → Perfect=5)	1	1	9	12	8
Did the handouts fit with this training - did they help?	0	0	8	8	15
Facilitator Methods:					
Did the facilitator allow sufficient discussion?	0	0	3	9	19
Did the facilitator encourage participation?	0	1	1	9	20
Did the facilitator help bring out new group ideas?	0	1	1	15	14
Did the facilitator help close out discussions?	0	0	4	10	17
Would you accept this facilitator again?	0	0	1	9	21
Catering and Facility:					
Was the seminar facility appropriate for the course?	0	1	6	14	10
Was the lunch and breaks service acceptable?	0	1	7	9	14

Comment/Concern:	Remedial Action:
Better chairs required / chair too hard	Will attempt to consider seating type in future training sessions
On the objectives for this day, I didn't think we would meet them because some of them entailed internal politics of our organization.	This was noted by the group, but it is important for participants to feel part of the definition of objectives and decide, when it is over, which ones were relevant.

Other Comments:

- Excellent workshop!
- Good job