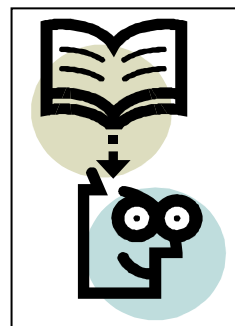


COURSE EVALUATION - Feedback

Module: _____
 Course : _____
 Date/s : _____
 Trainer : _____



We use your feedback to improve this module in its design and delivery. Your comments will be shared by the trainer with other staff as part of our plans to continually improve courses Check the ratings scale 1-5 before you start. Thank you for your time and thoughts.

Rating scale

1	2	3	4
Well below my expectations	Satisfactory standard.	Above normal expectations Well done.	Very good part of course. Went well beyond expectations.

			1	2	3	4
Course design and delivery	1	The introduction gave a clear picture of the course content and what to expect				
	2	The assessment and units of competency were explained at the start of the course				
	3	The workbook was clearly laid out and useful				
	4	The case studies and activities were relevant and helped me understand				
	5	Information was up to date				
	6	The length of the course is about right				
<i>Add Comment if you wish :</i>						
Course assessment	7	I was able to ask questions about the assessment tasks and I felt it was flexible but fair				
	8	I have details on how to contact the trainer/assessor if I need assistance to complete the assessments at work				
<i>Add Comment if you wish :</i>						

			1	2	3	4
The trainer	9	The trainer was knowledgeable, current and up to date with industry standards				
	10	The trainer was flexible and checked for understanding with the group				
	11	I felt involved in the sessions and able to ask questions.				
	12	The trainer demonstrated and gave a chance for practice.				
	13	The trainer used a range of techniques to suit different people in the group				
<i>Add Comment if you wish :</i>						
Teaching aids & resources	14	There was a clear link between the workbook and the teaching				
	15	Visual aids were used to good effect				
<i>Add Comment if you wish :</i>						
Venue	16	The room, chairs and tables were comfortable and equipment was safely used				
	17	There was a clear view to the visual aids and the trainer				
	18	Catering and breaks were good				
	19	We started and finished at agreed times				
<i>Add Comment if you wish :</i>						
Course outcome	20	I can say that I personally achieved the objectives of the course				
	21	I will be able to use the information and skills in my job immediately.				
	22	I would recommend the training to others				
<i>Add Comment if you wish :</i>						

**Thank you very much. Please return this to the envelope at the door.
You may wish to sign or leave blank.**