

# PARTICIPANT EVALUATION HANDOUT



Name of Workshop:

Location of Workshop:

Dates of Workshop:

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## END OF WORKSHOP - PARTICIPANT EVALUATION

### *Your feedback is very important to us!*

The information you provide in this evaluation form is one of the most important parts of our learning and development review processes and informs the further development of CPIE F2F Training. What you say today can make a difference to the training experience of the participants who come after you. Please take the time to answer each question thoughtfully and honestly.

Please score each session on a scale from **1 – not at all useful** to **4 – very useful**

- Rating a session **very useful (4)** would suggest to the facilitator that you found the information contained in the session very useful, relevant, helpful, and informative for your learning and development.
- Rating a session **not at all useful (1)** would suggest to the facilitator that you found the information contained in the session not at all useful, relevant, helpful, and informative to your learning and development.
- Rating a session **somewhat useful (2)**, or **useful (3)** would suggest to the facilitator that you found the information contained in the session useful, relevant, helpful, and informative to your learning and development to varying degrees.
- Please use the comments section to provide feedback on your rating.

	1 Not at all useful	2 Somewhat useful	3 Useful	4 Very useful
<i>How would you rate the entire training?</i>				
Comments and suggestions:				

<i>The supplied resources</i>				
Comments and suggestions:				
<i>Planning and support</i>				
Comments and suggestions:				
<i>Facilitation</i>				
Comments and suggestions:				

Can you tell us the top 3 things you enjoyed most about the entire training? We would appreciate knowing why you enjoyed these things.

- 1.
- 2.
- 3.

Can you tell us the top 3 things you enjoyed least about the entire training? Please make suggestions for how to improve.

- 1.
- 2.
- 3.

Any other specific comments?