

ONward to Excellence

CNSC

L&D QUANTIFIED EVALUATION METRICS

(${date\_range})

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${college}

**CAMARINES NORTE STATE COLLEGE**

**LEARNING and DEVELOPMENT**

ONward to Excellence

CNSC

${qem}

**L&D QUANTIFIED EVALUATION METRICS**

|  |  |  |
| --- | --- | --- |
| **Name** | **:** | **${name}** |
|  |  |  |
| **Title of Intervention Attended** | **:** | ${certificate\_title} |
| **Date Conducted** | **:** | ${date\_covered} |
|  |  |  |
| **Date of Evaluation** | **:** | ${date\_eval} |
|  |  |  |
| **Venue** | **:** | ${venue} |
|  |  |  |
| **Sponsors** | **:** | ${sponsors} |

Directions: Please put a checkmark (/) under corresponding responses using scale below.

Very Effective - 2.61 – 3.0

Effective - 1.81 – 2.60

Not Effective - 1.0 – 1.80

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **PARTICULARS** | **RATING** | | | | | |
| 1. **CONTENT AND RELEVANCE OF THE SEMINAR** | Very  Effective | Effective | | Not Effective | | Numerical & Adjectival Rating |
| 3 | 2 | | 1 | |
| 1. The training is relevant to the mandate of the institution. | ${ve#0#0} | ${e#0#0} | | ${ne#0#0} | | ${num#0#0} |
| 1. The objectives of the training are function of the office/unit | ${ve#0#1} | ${e#0#1} | | ${ne#0#1} | | ${num#0#1} |
| 1. The employee is capable in performing the acquired knowledge to his/her office. | ${ve#0#2} | ${e#0#2} | | ${ne#0#2} | | ${num#0#2} |
| SUB-TOTAL RATING | | | | | | **${total#0}** |
| AVE RATING | | | | | | **${ave#0}** |
| **PARTICULARS** | **RATING** | | | | | |
| 1. **BENEFITS TO THE INSTITUTION**   **(After attendance to the training)** | Very  Effective | | Effective | | Not Effective | Numerical & Adjectival Rating |
| 3 | | 2 | | 1 |
| 1. The employee demonstrates improvement in the delivery of services | ${ve#1#0} | | ${e#1#0} | | ${ne#1#0} | ${num#1#0} |
| 1. The employee demonstrate competency in performing the task assigned to his/her office | ${ve#1#1} | | ${e#1#1} | | ${ne#1#1} | ${num#1#1} |
| 1. There is an improvement in the clientele satisfaction rating. | ${ve#1#2} | | ${e#1#2} | | ${ne#1#2} | ${num#1#2} |
| 1. The training contributes to the attainment of vision of CNSC | ${ve#1#3} | | ${e#1#3} | | ${ne#1#3} | ${num#1#3} |
| SUB-TOTAL RATING | | | | | | **${total#1}** |
| AVE RATING | | | | | | **${ave#1}** |
| **PARTICULARS** | **RATING** | | | | | |
| 1. **REALIZATION OF THE PERSONAL ACTION PLAN** | Very  Effective | | Effective | | Not Effective | Numerical & Adjectival Rating |
| 3 | | 2 | | 1 |
| 1. Employee conducted re-echo seminar to his/her peers | ${ve#2#0} | | ${e#2#0} | | ${ne#2#0} | ${num#2#0} |
| 1. Employee conducted re-echo through informal talk. | ${ve#2#1} | | ${e#2#1} | | ${ne#2#1} | ${num#2#1} |
| 1. Co-employees benefited from the re-echo | ${ve#2#2} | | ${e#2#2} | | ${ne#2#2} | ${num#2#2} |
| SUB-TOTAL RATING | | | | | | **${total#2}** |
| AVE RATING | | | | | | **${ave#2}** |

**Note: Remarks if the rating is Not Effective: ${total\_average}**

${remarks}

|  |
| --- |
| **${ssign}**  **${sname}** |
| Signature Over Printed Name of Immediate Superior |

**ATTENDANCE REPORT**

**Name:** ${name}

**Title of Intervention Attended:** ${certificate\_title}

**Date Conducted:** ${date\_covered}

**Venue:** ${venue}

**Sponsors:** ${sponsors}

**Specific Competency target to Develop/Enhance:** ${competency}

|  |
| --- |
| **Knowledge Acquired (What skills, knowledge and attitude I required):**  ${knowledge\_acquired} |
| **Outcome:**  ${outcome} |
| **Personal Action:**  ${personal\_action} |

|  |  |  |  |
| --- | --- | --- | --- |
| Employee’s Signature | Date | Supervisor’s Signature | Date |
| ${esign} | ${edate} | ${ssign} | ${sdate} |

**Certificate:**

${certificate}

${/qem}