

1 	<b>PALAWAN STATE UNIVERSITY EXTENSION SERVICES OFFICE FORM 003 (PSU ESO 003)</b>  <b>Monitoring and Evaluation Form</b> University Extension Services Office (UESO)	Doc. Ref No.: PSU-ESO-485
		Effective Date:
		Revision No.:
		Page No.:

### \*\*Assessment of the Effectiveness of Conducted PSU Extension Training Program

Questionnaire for Participants/Trainees' of the Training Program Conducted

#### **Part I: PERSONAL INFORMATION**

Name: \_\_\_\_\_

Gender: \_\_\_\_\_

Age: \_\_\_\_\_

Permanent Address: \_\_\_\_\_  
\_\_\_\_\_

#### **Part II. EDUCATIONAL BACKGROUND**

Elementary Graduate

M/MA/MS Graduate

High School Graduate

PhD Graduate

College Graduate

Others, please specify \_\_\_\_\_

#### **Part III. EMPLOYMENT PROFILE**

Name of Agency: \_\_\_\_\_

Address of Agency: \_\_\_\_\_  
\_\_\_\_\_

Position: \_\_\_\_\_

Status of employment: (a)  Permanent/Regular; (b)  Contractual; (c)  Job-order;  
(d)  Others, please specify \_\_\_\_\_

#### **Part IV. Assessment of the Training Program**

Please indicate your level of appreciation to each aspect of the training as indicated in each item by checking numbers up 1 up to 4 where:

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	Monitoring and Evaluation Form	Effective Date:
	University Extension Services Office (UESO)	Revision No.:
		Page No.:

Scale	Descriptive Rating	Explanations/Reasons
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2	Low	Appreciation is fair due to participant's less favorable reaction to the program as a whole, few learning acquired and low organizational effectiveness resulting to less participation and camaraderie among participants
3	High	Appreciation is high due to participant's favorable reaction to the program as a whole, good learning acquired, applicable topics and high organizational effectiveness resulting to good participation and camaraderie among participants.
4	Very High	Appreciation is very high due to participant's very favorable reaction to the program as a whole, very good learning acquired, very applicable topics and very high organizational effectiveness resulting to very good participation and camaraderie among participants.
1	Very Low	Appreciation is poor due to participant's unfavorable reaction to the program as a whole, very low degree of learning acquired, very low degree of applicability and very low organizational effectiveness resulting to poor participation and camaraderie among participants

Assessment of the Training Program	1	2	3	4
<b>Level A: REACTION ON THE TRAINING PROGRAM</b> ( <i>to what degree participant react favorably to the learning event?</i> )				
1. Did you like the venue and presentation style?				
2. Did you like and enjoy the training(s) attended?				
3. Did you think that the training(s) were successful?				
4. Did you consider the training(s) relevant to your own needs and/or the needs of your respective organization?				
5. Did you consider the practicability and potential for application of the learning(s)?				
6. Did you consider the training(s) attended was worth your time?				
7. Were the style, pace, content, delivery methods and materials used during the training(s) appropriate?				

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University Extension Services Office (UESO)

Doc. Ref No.:

PSU-ESO-485

Effective Date:

Revision No.:

Page No.:

8. Has the training served as motivator towards further learning?				
9. Would you recommend the training(s) to your colleagues?				
10. How valuable have you found the training program to be?				

<b>Assessment of the Training Program</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>
<b>Level B. LEARNING</b> ( <i>to what degree the participant(s) acquire the intended knowledge, skills, and attitudes based on their participation in the learning event</i> )				
1. Did you learn what was intended to be taught?				
2. Did you experience what was intended to be experienced?				
3. What is the extent of advancement or increase in your knowledge or intellectual capability after the training?				
4. How much effort have you made to apply the learning in your workplace?				
5. How much support have you received from your institution/immediate supervisor in applying your learning?				
6. In what level were you able to use the knowledge, skills, attitudes you gained from the training?				
<b>Level C. BEHAVIOR</b> ( <i>to what degree the participant(s) apply what they learned during training when they're back on the job</i> )				
1. Were you able to apply or put any of the learning(s) or relevant skills and knowledge into effect when back on the job?				
2. Were you able to transfer your new knowledge, skills, or attitudes to your colleagues?				
3. Are you aware that you've changed your behavior on your job after attending training(s)?				
4. Are you aware of the change in your behavior, knowledge and skill levels?				

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Page No.:

5. Was the change in your behavior and new level of skills and knowledge sustained?				
6. Was there any noticeable and measurable change in your activity and performance when back to work?				
7. As a result of the training(s), to what extent were the knowledge, skills and attitudes acquired through the program used in the workplace?				
8. To what level of practical application have you been able to achieve after attending the training(s) program?				

<b>Level D. ORGANIZATIONAL EFFECTIVENESS (Recipient Agency/Institution)</b>					
<b>Assessment of the Training/Program</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	
1. How effective did you find the attendance of the training(s) courses?					
2. How much effort did you make to improve the relationships with other people in your department?					
3. Indicate your level of involvement in various activities and programs in your respective department/unit?					
4. Have you been approached by your colleagues in other department/unit asking for help on technical aspects?  Yes ____; No ____					
5. If yes, please indicate the level of help given/extended?					
6. How would you rate the attitude/behavior of the team/group in your department/unit?					
7. How would you rate the level of support received from the Head of Agency/Extension Director/Immediate Supervisor?					
9. How strongly do you believe that your agency/institution are committed to the objectives of the training programs of Palawan State University?					

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Revision No.:	
Page No.:	

**Please indicate the different positions/designation you assumed:**

<b>Period</b>	<b>Position/Designation and Nature of Work</b>	<b>Inclusive Date</b>
At the time of entry to the agency		
Before attending the training(s)		
After attending the training(s)		
At present		

**VI. COMMENTS, SUGGESTIONS and RECOMMENDATIONS**

1. What do you think are the different factors that enhance on the application of the learning and or in doing extension work?
2. What do you think are the different factors that hinder on the application of the learning and or in doing extension work?
3. What other training course(s) do you need to further enhance the extension implementers' capacity to do extension work?
4. Other comments/suggestions/recommendations of the overall implementation and value of the PSU Extension's Training Program:

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