

Workshop evaluation - forms follow function

Continuing Library Education Network/Round Table (CLENE/RT) ALA - Evaluation Events and Training

NSDI Training/Workshop Evaluation Form

Please respond to each of the following questions. They are intended to allow us to improve specifics of the workshop. Take your time in order to provide us with the most accurate assessment of your experience.

Date: _____

Instructor(s): _____

Title of workshop: _____

Circle 1 - 5 with your evaluation.

	Strongly Disagree				Strongly Agree
1. The overall experience of the training is positive.	1	2	3	4	5
2. Since the workshop, my knowledge of the subject matter has improved.	1	2	3	4	5
3. The workshop has enabled me to apply the topic in my work.	1	2	3	4	5
4. I have been able to share the topic taught with colleagues.	1	2	3	4	5
5. The amount of information was appropriate for the time allowed.	1	2	3	4	5
6. The materials provided me useful information.	1	2	3	4	5
7. If materials were not useful, list which materials.	1	2	3	4	5
8. The pace and style of the workshop was effective.	1	2	3	4	5
9. The workshop content was challenging.	1	2	3	4	5
10. Participation was encouraged.	1	2	3	4	5
11. The instructor responded to questions effectively.	1	2	3	4	5

Description: -

- Medicine -- Congresses

Library institutes and workshops -- Evaluation. Workshop evaluation

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Notes: Includes bibliographical references (p. 15)

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Tags: #99 #Questions #to #Include #in #a #Post

Workshop Survey Template

This will help you make improvements where and when required. If it's smaller than 7 or 8, you might be better off having the whole group work together for most of the workshop.

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Make materials and hand-outs as attractive and interesting as possible so that participants will return to them. Try to recall your introduction to the topic and what you really absorbed, then plan your workshop. Are you introducing a new concept or method that conflicts with what they've already been doing or with their previous training? This is not to imply that intentionally challenging people's beliefs in a workshop is a bad idea.

Event Feedback Form Template

A workshop this short is even shorter than it seems. It's important to make sure all students are able to demonstrate mastery here, so that no one is lost in the shuffle. ? A workshop can introduce a new concept, spurring participants to investigate it further on their own, or can demonstrate and encourage the practice of actual methods.

Evaluation Events and Training

There is the introduction, which covers the time from when the first participant walks into the room to when the first topic-related activity begins; the substance of the workshop includes the presentation and activities; and closure involves review, reflection, evaluation, and ending.

Top 16 event feedback survey questions for post event questionnaires

The following items contain exercises and New Games that might be helpful. It makes little sense to try to teach a specific skill unless it's very limited. With others, you may have difficulty getting a word in after the first five minutes.

Related Books

- [Gesammelte Aufsätze zur Kunst](#)
- [Yucun Fu hua - \[10 juan\]](#)
- [2006 IBC nonstructural fire and life safety principles](#)
- [Making of the Cretan landscape](#)
- [Tourism in Edinburgh](#)