

## **Anonymous IT Training Evaluation Form (Please Print Clearly)**

### **Course Details**

Course: \_\_\_\_\_ Level: \_\_\_\_\_

Date: \_\_\_\_\_ Instructor: \_\_\_\_\_

Please return completed forms to the Information Technology Mailbox at the Civic Centre Reception Desk.

**Please use the following rating system while completing this evaluation:**

1	2	3	4	5
Excellent	Very Good	Average	Below Average	Unsatisfactory

Check the appropriate box -- Leftmost for "very much so", graded to rightmost for "not at all"

### **Course Objectives and Content**

- Were the course objectives clearly stated?
- Were the objectives achieved?
- Were the topics presented relevant to your work?
- Was the course structured in a logical way?
- Was the course easy to follow?
- Was the course interesting and enjoyable?
- Did the instructor instil enthusiasm for the material?
- Were we able to meet your personal learning goals for the course?

1	2	3	4	5
1	2	3	4	5
1	2	3	4	5
1	2	3	4	5
1	2	3	4	5
1	2	3	4	5
1	2	3	4	5
1	2	3	4	5

If you found any of the above unsatisfactory please give details  
Other Comments:

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### **Course Presentation**

Check the appropriate box -- Leftmost for "excellent", graded to rightmost for "unsatisfactory".

- Were the concepts and techniques explained clearly?
- Do you feel you have gained new skills and knowledge?
- Do you believe the skills you have learned will help you improve your performance on the job?
- Were you encouraged to actively participate during the course?
- Were your individual questions/problems discussed to your satisfaction?
- How would you rate the presentation style of the trainer?
- How would you describe the trainer's knowledge of the subject?
- Was the course well paced?
- Was the instructor prepared and organized?
- Did the instructor instil enthusiasm for the material?
- Did the instructor care about your learning?
- Did the instructor provide useful feedback on your work?
- Was the instructor available outside of class?
- Did the course outline reflect the nature/goals of the course?

1	2	3	4	5
1	2	3	4	5
1	2	3	4	5
1	2	3	4	5
1	2	3	4	5
1	2	3	4	5
1	2	3	4	5
1	2	3	4	5
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1	2	3	4	5
1	2	3	4	5
1	2	3	4	5
1	2	3	4	5
1	2	3	4	5
1	2	3	4	5
1	2	3	4	5

If you found any of the above unsatisfactory please give details  
Other Comments:

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**General Program Evaluation**

Check the appropriate box -- leftmost for "excellent", to rightmost for "unsatisfactory" .

Did this course improve your understanding of the subject matter?

1	2	3	4	5
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Would you recommend the course to others?

1	2	3	4	5
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Are the course materials easy to read?

1	2	3	4	5
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Will you be able to use the course materials as a reference?

1	2	3	4	5
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Do you think the lab/classroom venue is suitable?

1	2	3	4	5
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Did you feel comfortable during the course?

1	2	3	4	5
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Did you like the lesson time frame?

1	2	3	4	5
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Do you think the course was good value for money?

1	2	3	4	5
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Were your expectations met?

1	2	3	4	5
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Do you have a computer at home?

1	2	3	4	5
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Would you recommend this course to a friend?

1	2	3	4	5
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Suggestions for changes to course content/additional courses/workshops?

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How would you rate the hands-on activities?

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Was the balance between student and instructor input appropriate?

1	2	3	4	5
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Was there too much (circle): lecture, discussion, individual projects, group projects, lab-work, other?

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Do you think that this session could be better taught using (circle) same, different, outside, or contract instructor? Please state a brief reason: \_\_\_\_\_

What were your favourite aspects of this course?

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