

## FACILITATOR EVALUATION FORM

**Training:** Internal Calibration

**Facilitator(s):** Ned Gravel

**Location:** Sheraton Hotel, Ottawa. ON

**Date:** September 3, 2008

Item	Met Participant Needs?				
	1 No	2	3 OK	4	5 Yes
<b>Course Objectives:</b>	<i>√ as appropriate below</i>				
Were you given the opportunity to help define them?	0	0	3	8	7
Were they well defined?	0	1	3	9	5
Were they achieved?	0	2	7	7	2
<b>Course Content:</b>					
Was the material appropriate?	0	0	4	11	3
Complexity (1=too complex or too simple ← → Perfect=5)	0	2	5	10	1
Was the material clear to you?	0	0	6	8	4
Volume (1=too much or not enough ← → Perfect=5)	0	3	4	11	0
Did the handouts fit with this training - did they help?	0	0	3	14	1
<b>Facilitator Methods:</b>					
Did the facilitator allow sufficient discussion?	0	0	2	9	7
Did the facilitator encourage participation?	0	0	3	8	7
Did the facilitator help bring out new group ideas?	0	0	3	10	5
Did the facilitator help close out discussions?	0	0	3	8	7
Would you accept this facilitator again?	0	0	2	6	10
<b>Catering and Facility:</b>					
Was the seminar facility appropriate for the course?	0	0	4	10	4
Was the lunch and breaks service acceptable?	0	0	3	10	5

Comments	Response
Computer and Internet were needed to get the reference materials.	All reference materials for this course are included in the binder for the course. This comment refers to where such reference materials can be located on the internet – especially those originating from ILAC.