

FACILITATOR EVALUATION FORM

Training: Principles of Assessing **Facilitator(s):** Dallas Takaeuchi and Ned Gravel
Location: Crowne Plaza, Ottawa **Date:** March 30, 2009

Item	Met Participant Needs?				
	1 No	2	3 OK	4	5 Yes
Course Objectives:	<i>√ as appropriate below</i>				
Were you given the opportunity to help define them?	1	1	10	4	5
Were they well defined?			8	4	9
Were they achieved?			8	3	10
Course Content:					
Was the material appropriate?			3	7	11
Complexity (1=too complex or too simple ← → Perfect=5)			4	9	8
Was the material clear to you?		1	1	8	11
Volume (1=too much or not enough ← → Perfect=5)		1	4	7	9
Did the handouts fit with this training - did they help?			13	5	3
Facilitator Methods:					
Did the facilitator allow sufficient discussion?			2	4	15
Did the facilitator encourage participation?			3	4	14
Did the facilitator help bring out new group ideas?			4	4	13
Did the facilitator help close out discussions?			6	4	13
Would you accept this facilitator again?			5	5	11
Catering and Facility:					
Was the seminar facility appropriate for the course?			5	7	9
Was the lunch and breaks service acceptable?			9	6	6

- Fun!