

# FACILITATOR EVALUATION FORM

**Training:** Explain Uncertainty to My Clients      **Facilitator(s):** Ned Gravel  
**Location:** City of Calgary. Hosted - Calgary      **Date:** October 26, 2009

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?			2	5	14
Were they well defined?			3	8	10
Were they achieved?			6	10	5
<b>Course Content:</b>					
Was the material appropriate?			3	12	6
Complexity (1=too complex or too simple ← → Perfect=5)			6	13	2
Was the material clear to you?		1	6	12	2
Volume (1=too much or not enough ← → Perfect=5)			5	11	5
Did the handouts fit with this training - did they help?			8	8	5
<b>Facilitator Methods:</b>					
Did the facilitator allow sufficient discussion?			2	7	12
Did the facilitator encourage participation?			1	5	15
Did the facilitator help bring out new group ideas?			2	8	11
Did the facilitator help close out discussions?			1	9	11
Would you accept this facilitator again?			2	7	12
<b>Catering and Facility:</b>					
Was the seminar facility appropriate for the course?			4	8	9
Was the lunch and breaks service acceptable?	1		7	6	7

Comments	Response
<ul style="list-style-type: none"> <li>No lunch provided!</li> <li>4 hours of training with only one break is not enough, but understandable as there is too much information.</li> </ul>	This half-day course may have to be modified for delivery over a whole day. This was a hosted course and all participants were from that organisation.
Difficult to follow presentation along with reading material.	Material provides reference. Course delivery is independent of the material.
To have the power point for notes would be helpful.	This is a good idea and we will do this in future.

### Other Comments

- We had an overview of binder which has a lot of good info, will need to spend time on review.
- Good presentation on what can be a dry subject