

# FACILITATOR EVALUATION FORM

**Training:** Internal Auditor course                      **Facilitator(s):** Ned Gravel  
**Location:** Homewood Suits, Cambridge, ON                      **Date:** June 16 to 18, 2010

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

<u>COMMENTS</u>	<u>RESPONSE</u>
The test font size is too small to read (maybe I am too old), can it be printed larger?	Not certain how to respond to this one. This is the first time, in nearly ten years of service, that someone has mentioned this challenge. Perhaps we might ask potential participants if they have trouble reading this font at this size – and provide them with a larger font version on an as-required basis.

**Other Comments**

- Excellent!
- Very vivid! Excellent! Keep up.
- Very good course, very useful information delivered in a very effective way. Thanks!
- Facility in Cambridge provided was excellent and facilitator approach to teaching was very good. Excellent! Ned, keep it up!