

FACILITATOR EVALUATION SUMMARY

Training: 4010-1201 Internal Auditor **Facilitator(s):** Ned Gravel
Location: Measurement Canada - Ottawa **Date:** Mar. 19 & 20, 2012

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

Participant's Comments	MOTIVA Response
Wrong questionnaire was included in course material.	Good eye. Fortunate that we were able to replace it.
Include SP-03, 05,09 (absent) in the Sample Procedure Manual	These two "sample" procedures were left over from the previous version of this course. The course will now be modified to align the samples with the exercises.
Instead of using 45 min. to prove the point that this is not enough time to prepare for an audit, it would be better to use this time to go through an example of cross-checking documents point by point.	Disagree. Participants need to work through an actual document review to acquire this skill set. Proving the point is not the exercise. Working through it as a team is.

Other comments:

- Informative. Thank you.