

Please take the time to compile the results of your staff evaluation forms. Your feedback helps us to continually improve our content and quality to better meet your needs.

Please fax this form to ACC on 1800 061 273

Program title: _____

Date of session: _____

Facility name: _____

Number of attendees: _____

Suburb: _____

State: _____

Q1. Please write the total numbers for each rating in the corresponding box.

	Not really	Slightly	Mostly	Definitely
I will be able to use the information that I have learned	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I was able to concentrate for most of the time during the program	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The program explained each topic clearly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I felt comfortable and encouraged to participate in discussions and activities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The industry specialist or expert for this program explored and was able to answer any questions that we asked	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The information presented was appropriate for my level of knowledge	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Overall I felt that the training was of a high standard	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The learning resource materials that I have been given are suitable for my needs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The program and materials assisted me to acquire new knowledge, understanding and skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The program and learning resource materials met my expectations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The venue was comfortable and the equipment used allowed me to focus on the training	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I am happy with the overall organisation of the training	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Q2. Please write the total number for each learning strategy used in the corresponding box.

E.g. You had 10 participants join the session today. 10 took notes, 6 were involved in discussion and 2 were involved in debate. Please refer to your participant's feedback, simply add the results and enter below.

- | | |
|--------------------------------------|--|
| <input type="checkbox"/> Note-making | <input type="checkbox"/> Reading/comprehension |
| <input type="checkbox"/> Writing | <input type="checkbox"/> Brain-storming |
| <input type="checkbox"/> Diagrams | <input type="checkbox"/> Debate |
| <input type="checkbox"/> Discussion | |

Please summarise the responses that you received to each of the questions below:

Q3. What was the primary reason for viewing this program?

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Q4. What information was most relevant to you?

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Q5. What were the major benefits gained from viewing this program?

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General comments

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