LEVEL 3: EDUCATING PROVIDERS

EVALUATING THE TRAINING

This tool is an example and is intended to be shaped to fit your needs. It is not intended to be used as is. This tool provides examples on various ways to conceptualize and ask questions. Please adapt the questions for your own individual use.

Example questions for evaluating a training:

Overall, to what extent was today’s workshop/presentation/training useful to you?
Not useful  A little useful  Somewhat useful  Quite useful  Very useful  Totally useful
1     2   3   4  5  6
OR
Overall, was today’s workshop/presentation/training useful? (Y or N)

What percentage of the content covered today did you already know?
0-25%
26-50%
51-75%
76-100%

Please provide one or two main things you learned or gained at [today’s workshop/presentation/training]

What did you gain from [this experience] that was unexpected?

Multiple topics
Please circle the answer that indicates how much you learned today about each topic listed
(list skills area)
a. _______________________Nothing  A little bit  Quite a bit  A lot
b. _______________________Nothing  A little bit  Quite a bit  A lot
c. _______________________Nothing  A little bit  Quite a bit  A lot
d. _______________________Nothing  A little bit  Quite a bit  A lot

Which of the following workshop/presentation/training skills do you think you will use the most in your work? (list key points of presentation)

Why do you think you will use these skills the most?

OR

Single topic
To what extent do you feel more able to (topic) as a result of today’s workshop/presentation/training?
Not at all  Very little  Somewhat  Quite a bit  A great deal
1     2   3   4  5
Do you intend to do anything differently as a result of today’s workshop/presentation/training? If so, what?

To what extent do you agree or disagree with the following statements:

<table>
<thead>
<tr>
<th>The instructor...</th>
<th>Strongly Disagree</th>
<th>Disagree</th>
<th>Neither Agree nor Disagree</th>
<th>Agree</th>
<th>Strongly Agree</th>
</tr>
</thead>
<tbody>
<tr>
<td>a. Was well prepared</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
</tr>
<tr>
<td>b. Was interested in helping me learn</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
</tr>
<tr>
<td>c. Stimulated my desire to learn</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
</tr>
<tr>
<td>d. Answered questions clearly</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
</tr>
<tr>
<td>e. Related program content to real-life situations</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
</tr>
<tr>
<td>f. Gave clear explanations</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
</tr>
<tr>
<td>g. Held my attention</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
</tr>
<tr>
<td>h. Presented information that will help me</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
</tr>
</tbody>
</table>

How well did the information presented meet your expectations? (Please circle one number)

<table>
<thead>
<tr>
<th>Far Below</th>
<th>Below</th>
<th>Met Expectations</th>
<th>Above</th>
<th>Far Above</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
</tr>
</tbody>
</table>

What do you feel were the strengths of this workshop/presentation/training?

What do you feel were the weaknesses of this workshop/presentation/training?

What could we do differently to improve this workshop/presentation/training?

Please rate the following statements using a 1 through 5 scale where: 1 = Disagree Strongly, 5 = Agree Strongly

_____ The difficulty level was about right.

_____ I can apply the information in my practice/service setting.

_____ The presentation met my professional educational needs.

_____ The trainer actively involved me in the learning process.

_____ As a result of this workshop/presentation/training, I feel more confident in my capacity to {do what the training was geared toward}.

Would you recommend this workshop/presentation/training to others?

Definitely Will, Probably Will, Probably Won’t, Definitely Won’t, DK/NA