**Workshop Assessment**

**For Trainees** :

***To help us improve our work, would you kindly reflect on the workshop and provide us with your feedback:***

1. **The Workshop**

|  |  |  |
| --- | --- | --- |
|  | Yes | No |
| * The objectives and instructions are clear. |  |  |
| * The stages are logically linked. |  |  |
| * The activities support the learning outcomes and are suitable for different learning styles. |  |  |
| * Understanding is checked; explanations are clear, support is given , monitoring is effective. |  |  |
| * There is a good balance between theory and practice. |  |  |
| * Collaborative work is set up effectively and in a communicative way. |  |  |
| * pace and timing are appropriate . |  |  |
| * All participants are involved/engaged. |  |  |

1. The **trainer’s performance:**

|  |  |
| --- | --- |
|  | Comments / Suggestions /Advice |
| * Presentation skills |  |
| * Rapport with trainees |  |
| * Appeals to different learning styles |  |
| * Was there anything you felt could have been done differently? |  |
| * What comments or suggestions do you have for your trainer? |  |

1. **For Trainers**

**Self-assessment Grid**

|  |  |  |
| --- | --- | --- |
| Workshop Title: Motivating & Engaging Learners | Yes | No |
| Criteria | | |
| * Learning outcomes are SMART * // // // achieved. |  |  |
| * The content is relevant to the learning outcomes. |  |  |
| * There is a good range of tasks and activities. |  |  |
| * The stages are linked and appropriate for the level and needs of participants. |  |  |
| * The trainers are engaged / involved in a communicative way. |  |  |
| * What went well? |  | |
| * Is there anything you would do differently next time? |  | |