

Help us improve the way we hold workshops by accomplishing this form.

Please use the rating scale indicated below:

4 – Outstanding

3 – Very Good

2 – Fair

1 – Poor

0 – Not applicable

	4	3	2	1	0	Topic/s to Request
Content						
Scope and coverage of topic/s	☐	☐	☐	☐	☐	
Depth of discussion	☐	☐	☐	☐	☐	
Relevance or applicability of content to work or concerns	☐	☐	☐	☐	☐	
Program Scheduling						Speaker/s to Suggest
Time duration or allotment for each activity or topic	☐	☐	☐	☐	☐	
Sequence of activity or topic	☐	☐	☐	☐	☐	
Duration of entire program	☐	☐	☐	☐	☐	
Venue	☐	☐	☐	☐	☐	
Learning Aids						Other Comments
Handouts (print and electronic) are relevant and adequate	☐	☐	☐	☐	☐	
Visual aids	☐	☐	☐	☐	☐	
Laboratory exercises	☐	☐	☐	☐	☐	
Resource Person						
Mastery of topic	☐	☐	☐	☐	☐	
Communication skills	☐	☐	☐	☐	☐	
Ability to address questions and clarifications	☐	☐	☐	☐	☐	
Presentation techniques and methodology	☐	☐	☐	☐	☐	
Impact and rapport with participants	☐	☐	☐	☐	☐	
Participation						