

Appendix C

Sample Forms for Monitoring the Learning Process: Reflection of the Day and Evaluation of the Training

REFLECTION OF THE DAY
Facilitative Supervision for Quality Improvement

Date:

1. The one thing that I learned today that I do not want to forget is:

2. The information or activity that I found most interesting and useful today was:

3. The one suggestion I have for improving today's session is:

4. Additional comments

REFLECTION OF THE DAY
Facilitative Supervision for Quality Improvement

Date:

List the five most valuable things you learned from today's sessions:

1. _____

2. _____

3. _____

4. _____

5. _____

EVALUATION OF THE TRAINING

Facilitative Supervision for Quality Improvement

1. The objectives of the training were:

- ☐ Very clear
- ☐ Clear
- ☐ Not clear

Comments:

2. The objectives of the training were:

- ☐ Completely met
- ☐ Mostly met
- ☐ Unmet

Comments:

3. The length of the training was:

- ☐ Adequate
- ☐ Too short
- ☐ Too long

Comments:

4. The workshop content maintained my interest:

- ☐ All of the time
- ☐ Most of the time
- ☐ Some of the time

Comments:

5. The materials presented in the course were?

- ☐ Almost all new to me
- ☐ Mostly new to me
- ☐ Not new to me

Comments:

(continued)

EVALUATION OF THE TRAINING
Facilitative Supervision for Quality Improvement (*cont.*)

6. The training techniques used in the course were?

- ☐ Most appropriate
- ☐ Appropriate
- ☐ Not appropriate

Comments:

7. The skills I acquired are:

- ☐ Directly applicable to my everyday work
- ☐ Somewhat applicable to my everyday work
- ☐ Not applicable

Comments:

8. The training facilities were:

- ☐ Very satisfactory
- ☐ Somewhat satisfactory
- ☐ Unsatisfactory

Comments:

9. The logistical arrangements (transportation, lodging, etc) were:

- ☐ Very satisfactory
- ☐ Somewhat satisfactory
- ☐ Unsatisfactory

Comments:

EVALUATION OF THE TRAINING
Facilitative Supervision for Quality Improvement (*cont.*)

10. Which topics or activities did you find MOST useful?

11. Which topics or activities did you find LEAST useful?

12. In future workshops, to which topics or activities would you dedicate more time?

13. What additional suggestions do you have for improving this course?

