

F3-M&E Form 3: End of the F3 Program Assessment

Respondent Type: Trainee Trainer Program Manager

Name (Optional): _____ **Sex:** Male Female

Program Title: _____ **Date:** _____

Please assess the effectiveness of the entire F3 component of the program according to the indicators below. Please refer to the following rating scale:

4-Strongly Agree (SA); 3-Agree (A); 2-Disagree (D); 1-Strongly Disagree (SD)

	After the conduct of the F3 component of the program, I believe that ...		Rating			
			1 SD	2 D	3 A	4 SA
A. Program Planning, Management and Preparation	1	the training program was delivered as planned				
	2	the training program was managed efficiently				
	3	the training program was well-structured				
B. Attainment of Objectives	4	the program objectives were clearly presented				
	5	the session objectives were logically arranged				
	6	the program and session objectives were attained				
C. Delivery of Program Content	7	program content was appropriate to trainees' roles and responsibilities				
	8	content delivered was based on authoritative and reliable sources				
	9	new learning was clearly presented				
	10	the session activities were effective in generating learning				
	11	adult learning methodologies were used effectively				
	12	management of learning was effectively structured e.g. portfolio, synthesis of previous learning, etc.				
D. Trainees' Learning	13	trainees were encouraged to consider how ideas and skills gained during the training could be incorporated into their own practices				
	14	contribution of all trainees, both male and female, were encouraged				
	15	trainees demonstrated a clear understanding of the content delivered				
E. Trainers' Conduct of Sessions	16	the trainers' competencies were evident in the conduct of the sessions				
	17	teamwork among the trainers and staff was manifested				
	18	trainers established a positive learning environment				
	19	training activities moved quickly enough to maintain trainees' interest				

F. Provision of Support Materials	20	training materials were clear and useful				
	21	powerpoint presentations supported the flow of the sessions				
	22	the resources provided were appropriate to trainees' needs				
G. Program Management Team	23	Program Management Team members were courteous				
	24	Program Management Team was efficient				
	25	Program Management Team was responsive to the needs of trainees				
H. Venue and Accommodation	26	the venue was well lighted and ventilated				
	27	the venue was comfortable with sufficient space for program activities				
	28	the venue had sanitary and hygienic conditions				
	29	meals were nutritious and sufficient in quantity and quality.				
	30	the accommodation was comfortable with sanitary and hygienic conditions				
I. Overall	31	I have the knowledge and skills to apply the new learning				
	32	I have the confidence to implement the JEL contract				

Please provide your honest response to each of the following questions:

What do you consider your most significant learning from the program?
What changes would you suggest to improve similar programs in the future?
Briefly describe what you have learned and how it will help you with your work.
What further recommendations do you have?

Summary of Qualitative Responses

What do you consider your most significant learning from the program?

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What changes would you suggest to improve similar programs in the future?

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Briefly describe what you have learned and how it will help you with your work.

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What further recommendations do you have?

