

Administration Courses - KPC Evaluations

Course : Technical Report Writing

Block S **Time** 8:00 AM - 2:00 PM

From 02/02/2009 **To** 05/02/2009

Location PTC - Ahmadi

Evaluators 15

Organizer Business English

Instructor An Swinnen

PROGRAM TOPICS :

- | | |
|--|------|
| 1. The topics were most beneficial to my job. : | 4.53 |
| 2. The topics were relevant to my training needs : | 4.40 |
| 3 The topics were interesting and updated : | 4.27 |
| 4. Comments : | |

Average
4.40

INSTRUCTOR :

- | | |
|--|------|
| 5. The instructor was knowledgeable and will prepared: | 4.60 |
| 6. The instructor was an effective communicator : | 4.73 |
| 7. The instructor presented the program objectives early and clearly : | 4.47 |
| 8. The instructor was competent in keeping the sessions alive and interesting. : | 4.47 |
| 9. The Trainer uses the audiovisual aids effectively : | 4.40 |
| 10. Comments : | |

Average
4.53

TRAINING MATERIAL :

- | | |
|--|------|
| 11. The material covered the program is beneficial to my job : | 4.27 |
| 12. The material was clear and presented in an interesting way : | 4.33 |
| 13. There was a balance between the theoretical and practical material : | 4.20 |
| 14. Comments : | |

Average
4.27

TRAINING METHODS AMD AUDIOVISUALS :

- | | |
|--|------|
| 15. The audiovisuals were effective and diversified : | 4.27 |
| 16. The presentational and materials were clearly visible : | 4.40 |
| 17. There was a good balance between presentations and group discussions : | 4.40 |
| 18. Comments: | |

Average
4.36

PARTICIPANTS :

- | | |
|--|------|
| 19. The participants levels were homogenized : | 4.47 |
| 20. The participants were actively involved in the course : | 4.27 |
| 21. The participants were highly committed to the course schedule : | 4.07 |
| 22. The number of participants was adequate with regards to its subject: | 4.20 |
| 23. Comments: | |

Average 4.25

(1 - Strongly Disagree 2 - Disagree 3 - To Some Extent 4 - Agree 5 - Strongly Agree)

Administration Courses

KPC Evaluations

PROGRAM SCHEDULE :

24. The schedule was suitable :	4.47
25. The breaks were enough and suitable :	4.47
26. The length of sessions was appropriate :	4.47
27. The timing of conducting the program was convenient:	4.40
28. The amount of time scheduled was enough to meet course objectives:	4.33
29. Comments:	

Average
4.43

PROGRAM FACILITIES :

30. The location was suitable :	4.40
31. The classroom was adequate :	4.33
32. The classroom equipments were well arranged :	4.13
33. The seats were comfortable:	4.20
34. The catering was sufficient and satisfactory and diversified:	3.93
35. Comments:	

Average
4.20

ORGANIZATION AND SUPERVISIONS :

36. The program was well organized and Supervised :	4.67
37. The program coordinator was helpful to participants :	4.60
38. The program coordinator was easy to reach :	4.73
39. Comments:	

Average
4.67

OVERALL EVALUATION OF THE PROGRAM :

40. I would apply most of the program skills and techniques in my job :	4.47
41. I feel the program will help me do my job better :	4.40
42. The program was a good learning experience. I am satisfied with what I have learned :	4.47
43. Comments:	

Average
4.44

Comments

Internet in the class is very very slow,