## **Questionnaire / Evaluation form**

This document should be used as a guide to help evaluate the training. The questions cover the course in general (objectives and content, structure, sequence and materials) and the trainee's perception and evaluation of the usefulness of the activity.

Key:	Please tick the figure that most closely corresponds t	o your v	iew							
$\odot$	Highly satisfactory									
$\odot$	Satisfactory Unsatisfactory									
$\odot$										
1. Co	urse objectives and content									
a.	The course objectives are:	$\odot$								
b.	The objectives were reached:	$\odot$	$\odot$							
C.	The content matched the objectives and									
	your needs:	$\odot$	$\odot$	$\odot$						
d.	The content was well structured and organized:	$\odot$		$\odot$						
e.	The content was presented in a manner:	$\odot$	$\stackrel{\bigcirc}{\square}$							
2 Co	urse structure and sequence									
a.	- -	$\odot$	$\odot$							
b.	The structure and sequence met my training needs:	$\odot$	$\odot$	$\odot$						
C.	Logistical organization was:	$\odot$	$\stackrel{\circ}{\Box}$	$\odot$						
d. e.	The programme allowed you to acquire knowledge:	$\odot$								
	improve your knowledge and contacts:	$\odot$	$\odot$	$\odot$						
	parts of the course structure and/or sequence should courses?	be char	nged o	r improve	∍d for					

3. (	Cou	rse materials and documents				
	a.	The trainer's guides were:	$\odot$	$\odot$	$\odot$	
	b.	The introductory videos were:	$\odot$	$\odot$	$\odot$	
	c.	The introductory texts were useful and met your needs:	$\odot$		$\odot$	
	d. e.	The introductory presentations were: The case studies were useful and targeted to	$\odot$			
		your needs:	$\odot$	$\odot$	$\odot$	
	f.	Case study 1 was:	$\odot$	$\odot$	$\odot$	
	g.	Case study 2 was:	$\odot$	$\odot$	$\odot$	
	h.	Case study 3 was:	$\odot$	$\odot$	$\odot$	
	i.	Case study 4 was:	$\odot$	$\odot$	$\odot$	
	j. k.	Case study 5 was: The bibliography and Internet links were useful for	$\odot$			
		your activities and training:	$\odot$	$\odot$	$\odot$	
	l. m.	The supporting documents helped you on the course: The glossary and concepts helped you understand the	$\odot$			
		terminology:	$\odot$	$\odot$	$\odot$	
	n.	The group work and practical exercises meet your needs:	$\odot$		$\odot$	
	0.	The materials helped you learn how to carry out a	_	_		
		full evaluation (vulnerability and adaptation)	$\odot$	<u> </u>	$\odot$	
	p.	The group presentations were clear and helpful:	$\odot$	$\odot$	$\odot$	
		course materials and documents should be changed or ir sary, go back over points a to n)?	mprove	d for fu	ture cou	urses (i