

## Student Feedback / Evaluation Form

Our primary focus is in delivering excellence in Vocational Education and Training. To assist us in improving our training programs it is important we receive feedback from our participants.

The questions below are designed to give us sufficient feedback to make future courses as meaningful to our students as possible. We would therefore appreciate your candid response to help us achieve this aim. Please take the time to complete this questionnaire and return it to your training consultant at the next training session.

<b>Name:</b> .....(Optional)	<b>Organisation:</b> .....
<b>Date:</b> .....	<b>Training Consultant:</b> .....

1. Overall how would you rate the following: (Please circle the appropriate number)

	Excellen t	Very Good	Good	Average	Poor
Overall course	5	4	3	2	1
Course presentation	5	4	3	2	1
Training Guide	5	4	3	2	1
Online sessions/exercises	5	4	3	2	1

2. What did you like most about the course?

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3. Are there any parts of the courses you would change? Yes/No  
If Yes, please state Why & What

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4. Please make any suggestions that would help improve our service

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5. Was the subject content relevant and useful? Yes/No

6. Did Training consultant effectively explaining things Yes/No

7. Did training consultant make the subjects interesting Yes/No

8. Was the assessment arrangements and marking fair Yes/No

9. Did the course improve my communications skills Yes/No
10. As a result of the course I increased my productivity Yes/No
11. I found the overall workload too heavy Yes/No
12. I would recommend this course to other staff Yes/No
13. Did you find the material easy to understand? Yes/No

Please grade the answers to the following questions by **circling** the appropriate number, ie

- Not Applicable 1
- Less than Satisfactory 2
- Satisfactory 3
- More than Satisfactory 4
- Outstanding 5

14. The course of study accurately describes the content and requirements of course

- Not Applicable 1
- Less than Satisfactory 2
- Satisfactory 3
- More than Satisfactory 4
- Outstanding 5

15. Rate the level of difficulty of the course material

- Not Applicable 1
- Less than Satisfactory 2
- Satisfactory 3
- More than Satisfactory 4
- Outstanding 5

16. Rate the quality of the material

- Not Applicable 1
- Less than Satisfactory 2
- Satisfactory 3
- More than Satisfactory 4
- Outstanding 5

17. Rate the trainer's preparation and organisation

- Not Applicable 1
- Less than Satisfactory 2
- Satisfactory 3
- More than Satisfactory 4
- Outstanding 5

18. Rate the trainer's ability to communicate the material

Not Applicable	1
Less than Satisfactory	2
Satisfactory	3
More than Satisfactory	4
Outstanding	5

19. Rate the trainer's approachability and friendliness

Not Applicable	1
Less than Satisfactory	2
Satisfactory	3
More than Satisfactory	4
Outstanding	5

20. Rate the trainer's ability to answer questions

Not Applicable	1
Less than Satisfactory	2
Satisfactory	3
More than Satisfactory	4
Outstanding	5

21. Rate the level of difficulty for tasks

Not Applicable	1
Less than Satisfactory	2
Satisfactory	3
More than Satisfactory	4
Outstanding	5

22. Your feedback is important to us. Please advise us how we may further improve our services:

Comments \_\_\_\_\_  
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23. Does our advertising depicted on marketing brochure labelled Form EMB clearly distinguish/differentiate between nationally recognised courses and other courses that we offer?

Yes  No  Comments:

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24. Would you agree to the use of any of your comments to be displayed on our Web Site and / or marketing material?

Yes  No  Please Sign: .....

***\*Thank you, for taking the time to complete this survey***