

Trainee's feedback sheet on the on going training process

Name

1. On the whole I feel I am progressing very well/ fairly well/
not very well/ badly.

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2. I find the material on the Platform interesting/ moderately interesting/ not
interesting.

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.....

3. Things I would like to do MORE at our F2F meetings :
Group work / individual work / discussion on chosen topics /
Sharing ideas on everyday teaching practice / working on the laboratories on
the Platform.
Other (say what)

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4. Things I would like to do LESS at our F2F meetings :
Group work / individual work / discussion on chosen topics /
Sharing ideas on everyday teaching practice / working on the laboratories on
the Platform.
Other (say what)

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5. In order to get most out of the training course and the F2F meetings, I need to
try to

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6. In order to make the course better, my suggestions to my tutor are :

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7. Anything else :

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Training Course Evaluation Sheet :

Training Course Members

1. Which course sessions did you consider particularly relevant or motivating ?

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Why?

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2. Which course sessions worked less well for you?

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Why?

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3. Further comments / suggestions

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Please tick the appropriate box and add your comment (Italian is welcome)

Course structure:

- Positive experience
- Lots of problems
- Other _____

Tutor :

- Good
- Very helpful
- Unsatisfactory
- Other _____

Equipment:

- Very good
- Satisfactory
- Insufficient
- Other _____

Group activity

Lively and stimulating

Noisy and unfruitful

Satisfactory

Other _____

Organization

Efficient

Inefficient

Satisfactory

Other _____

Thanks

Recording and reporting grid

This is a simple grid that will help you record and reflect on the training course you are running.

<p>FOCUS ON THE TUTOR</p> <p>HOW DID YOU</p>	
<p>raise trainees' motivation, involvement, self-confidence ?</p>	
<p>encourage them to assume responsibility for their training process?</p>	
<p>act as facilitator of individualised training process?</p>	
<p>promote interaction within the trainees?</p>	
<p>help them to select topics which encouraged them to draw upon their knowledge, theories and experience?</p>	
<p>negotiate with the learners the topics to work on and collaborate with them in all the decisions concerning the training process?</p>	
<p>promote tutor/trainee and trainee-trainee relationships ?</p>	
<p>encourage cooperative work ?</p>	
<p>Did you value and exploit the experience brought by the trainees ? If yes - How ?</p>	

<p>Were all the trainees familiar with the approaches/methods presented on the Platform? If No : which ones didn't they know ?</p>	
<p>Did you plan sessions on methodology in addition to the activities presented by the Platform ? If yes Why? What methodological aspects did you focus on?</p>	
<p>While analysing the teachers' needs did you feel the necessity to plan modules on specific topics? If yes - Why ? - Which ones were of most interest among your trainees?</p>	
<p>FOCUS ON THE TRAINEES</p>	
<p>Did they develop as autonomous learners ?</p>	

<p>Did they adopt a collaborative/cooperative approach to learning? (i.e. learned to work with others to achieve common goals)</p>	
<p>Did they develop personally and professionally (i.e. learned about themselves, not just about the content under study)</p>	
<p>Did they develop interpersonally ? (i.e. became sensitive to the needs of other participants in the same situation)</p>	
<p>Did they find the material on the platform useful for their professional development ?</p>	
<p>Were they familiar with the themes and methodology dealt with on the platform?</p>	
<p>Did they select topics which could be useful in their everyday teaching practice ?</p>	

<p>TUTOR'S VOICE</p> <p>FEEDBACK ON THE WHOLE COURSE</p>	
<p>BENEFITS</p> <ul style="list-style-type: none">• Co-operativeness• Professional development• Relationship• Course planning• Course length• Anything else	
<p>DRAWBACKS</p> <ul style="list-style-type: none">• Co-operativeness• Professional development• Relationship• Course planning• Course length• Anything else	