



AMERICAN UNIVERSITY OF BEIRUT
Institutional Planning & Process Improvement

Workshop Evaluation Form

-----/-----/-----
(dd/mm/yy)

Dear Participant,

We appreciate your taking a few minutes to complete this form. Your candid evaluation will allow us to assess the degree to which we were able to meet your expectations and help us in developing future workshop plans. Kindly answer the following questions on a five-point scale, in which "5" is Excellent and "1" is Poor, by circling the number that best reflects your judgment.

- | | | | | | | |
|----|--|---|---|---|---|---|
| 1. | Clarity of purpose and objective of workshop theme | 1 | 2 | 3 | 4 | 5 |
| 2. | Achievement of stated workshop objectives | 1 | 2 | 3 | 4 | 5 |
| 3. | Pace and structure of the course | 1 | 2 | 3 | 4 | 5 |
| 4. | Relevance of course content | 1 | 2 | 3 | 4 | 5 |
| 5. | Quality of reference materials | 1 | 2 | 3 | 4 | 5 |
| 6. | Instructor's presentation style | 1 | 2 | 3 | 4 | 5 |
| 7. | Quality of instructor's answers to questions | 1 | 2 | 3 | 4 | 5 |
| 8. | Quality and usefulness of activities and group interaction | 1 | 2 | 3 | 4 | 5 |
| 9. | Time allotted to presentations and discussions | 1 | 2 | 3 | 4 | 5 |

10. Likelihood of applying what you have learnt in this workshop to your professional life

1 2 3 4 5

11. Size and composition of the group

1 2 3 4 5

12. Overall workshop rating compared to similar others you have participated in

1 2 3 4 5

13. Degree to which you would be willing to participate or recommend to others future AUB events of this nature

1 2 3 4 5

14. Which topics / issues you feel should have been discussed in more depth

- a. _____
- b. _____
- c. _____

15. Which topics / issues least engaged you as a participant

- a. _____
- b. _____
- c. _____

16. What additional topics / issues would you like to be discussed in future workshops

- a. _____
- b. _____
- c. _____

17. Additional comments: Please state what you found valuable in this workshop, areas that could be improved, or any ideas / comments that you would like to share

Thank you for taking part in the workshop and for completing this evaluation