

Note: Please fill in the items in the questionnaire. Your objectivity will help us to improve the future Course

1. Name of the Institution:
2. Title of the Course and dates conducted  
Date from \_\_\_ to \_\_\_
3. Course objectives:
4. Did you receive advance intimation from the institution about the programme? If so, did you respond to the institution?

YES      NO      TOTAL

5. What do you think about the structure and organisation of the Course to meet the objectives?

| Very Well Structured | Well Structured | Somewhat Unstructured | Very Unstructured | Weighted Average |
|----------------------|-----------------|-----------------------|-------------------|------------------|
| 4                    | 3               | 2                     | 1                 |                  |

6. How useful will this training be to you immediately in your job?

| Very Useful | Quite Useful | Limited Use | Not Useful | Weighted Average |
|-------------|--------------|-------------|------------|------------------|
| 4           | 3            | 2           | 1          |                  |

7. How useful is this training likely to be for the future jobs you may handle?

| Very Useful | Quite Useful | Limited Use | Not Useful | Weighted Average |
|-------------|--------------|-------------|------------|------------------|
| 4           | 3            | 2           | 1          |                  |

8. Practical orientation of the course

| Highly Practical | Practically Oriented | Limited Practically | Not Practical | Weighted Average |
|------------------|----------------------|---------------------|---------------|------------------|
| 4                | 3                    | 2                   | 1             |                  |

9. How far have you been benefited from interaction with the fellow participants during the Course?

| Substantially | Considerably | Fairly | Not at all | Weighted Average |
|---------------|--------------|--------|------------|------------------|
| 4             | 3            | 2      | 1          |                  |

10. How far was the Course material supplied relevant and related to the Course content?

| Extremely | Considerably Relevant | Fairly Relevant | Not at all Relevant | Weighted Average |
|-----------|-----------------------|-----------------|---------------------|------------------|
| 4         | 3                     | 2               | 1                   |                  |

11. To what extent are you satisfied with the following. (The Institution may please block the parameters not applicable)

|                              | Fully Satisfied | Mostly Satisfied | Fairly Satisfied | Not at all Satisfied | Weighted Average |
|------------------------------|-----------------|------------------|------------------|----------------------|------------------|
|                              | 4               | 3                | 2                | 1                    |                  |
| a. Reception & transport     |                 |                  |                  |                      |                  |
| b. Residential accommodation |                 |                  |                  |                      |                  |
| c. Food quality & service    |                 |                  |                  |                      |                  |
| d. Classroom facilities      |                 |                  |                  |                      |                  |
| e. Library facilities        |                 |                  |                  |                      |                  |
| f. Computer facilities       |                 |                  |                  |                      |                  |
| g. Interaction with faculty  |                 |                  |                  |                      |                  |
| h. Reception facilities      |                 |                  |                  |                      |                  |

12. Assessment of training Faculty:
13. Which parts of the Course did you find most helpful?
14. Which parts of the Course did you find least helpful?
15. Your overall impression of the Course:

|           |           |            |      |                     |
|-----------|-----------|------------|------|---------------------|
| Excellent | Very Good | Acceptable | Poor | Weighted<br>Average |
| 4         | 3         | 2          | 1    |                     |

16. Did the course give you any specific ideas about improvements in your working situation when you get back?

YES    NO

17. If yes, can you spell them out briefly?

18. Any other comments/observations you wish to make about the Course?

Name

Designation:

Organisation

Date:

Place: