# **Training session**

Q1. Please tell us how much you liked the following aspects of our training:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | Like Very  Much | Like Some-  what | Neither Like or  Dislike | Dislike Some  what | Dislike Very  Much | Don’t Know |
| Organization of training |  |  |  |  |  |  |
| Length of training |  |  |  |  |  |  |
| Date(s) of training |  |  |  |  |  |  |
| Start and end time of training |  |  |  |  |  |  |
| Training location |  |  |  |  |  |  |
| Registration process |  |  |  |  |  |  |
| Outreach and pre-event information |  |  |  |  |  |  |
| Eligibility requirements |  |  |  |  |  |  |
| Agency staff (not trainers) |  |  |  |  |  |  |
| Food options |  |  |  |  |  |  |
| Parking availability |  |  |  |  |  |  |
| Room arrangements |  |  |  |  |  |  |
| Other (please describe ) |  |  |  |  |  |  |

Q2. For each topic, please indicate if you have used the information provided and how useful the information on this topic has been:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | Very Useful | Some what  Useful | Neither | Not Very  Useful | Not at All  Useful | No, Didn’t  Use |
| Provided a safe, healthy & purposeful environment |  |  |  |  |  |  |
| Learning about falls in older people & their prevention |  |  |  |  |  |  |
| Advancing older people’s physical & intellectual development |  |  |  |  |  |  |
| Managing an effective program |  |  |  |  |  |  |
| Establishing productive relationships with fellow care providers |  |  |  |  |  |  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | Very Useful | Some what  Useful | Neither | Not Very  Useful | Not at All  Useful | No, Didn’t  Use |
| Assessing older people’s risks for falls |  |  |  |  |  |  |
| Advancing professionalism |  |  |  |  |  |  |

Q3. Please tell us what you thought about the training activities and trainers:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | Like  Very Much | Like  Some- what | Neither  Like or Dislike | Dislike  Some what | Dislike  Very Much | Don’t Know |
| A. Delivery of training | | | | | | |
| Exercises |  |  |  |  |  |  |
| Small group work |  |  |  |  |  |  |
| Role plays |  |  |  |  |  |  |
| Discussion |  |  |  |  |  |  |
| Lecture format |  |  |  |  |  |  |

B. The trainer(s)

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Cultural sensitivity |  |  |  |  |  |  |
| Knowledge of materials |  |  |  |  |  |  |
| Preparedness |  |  |  |  |  |  |
| Time used effectively |  |  |  |  |  |  |

Q4. Which topic in training did you find most useful?

Q5. Which topic in training did you find least useful?

Q6. How much of the training was:

|  |  |  |  |
| --- | --- | --- | --- |
|  | Some | All | None |
| New |  |  |  |
| Review |  |  |  |
| Not relevant |  |  |  |

Q7. What, if anything, would you add to the training?

Q8. What, if anything, would you eliminate from the training?

Q9. Did the training meet your expectations?

* Exceeded expectations
* Met expectations
* Sort of met expectations
* Did not meet expectations
* Don’t Know

Q10. Any additional comments?

# Example 2: Our awareness-raising materials

Q11. Please tell us how much you like the following aspects of the suite of materials:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Like Very Much | Like Some-  what | Neither Like or  Dislike | Dislike Some  what | Dislike Very  Much |
| Outreach information about the program |  |  |  |  |  |
| Delivery of the suite of materials |  |  |  |  |  |
| Convenience of the pick-up location |  |  |  |  |  |
| Attractiveness of the materials |  |  |  |  |  |
| Overall design of the materials |  |  |  |  |  |
| Wording of the materials |  |  |  |  |  |
| Volume of materials |  |  |  |  |  |
| Durability of materials |  |  |  |  |  |

Q12. For each item, please tell us if you have made use of it and how useful it has been:

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  | Yes, Used | Very Useful | Some  -what Useful | Neither | Not Very Useful | Not at all Useful | No Didn’t Use |
| Community good practice guidelines |  |  |  |  |  |  |  |
| Short checklist |  |  |  |  |  |  |  |
| Long checklist |  |  |  |  |  |  |  |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  | Yes, Used | Very Useful | Some  -what Useful | Neither | Not Very Useful | Not at all  Useful | No Didn’t  Use |
| Executive summary |  |  |  |  |  |  |  |
| Website |  |  |  |  |  |  |  |
| CD-ROM toolkit |  |  |  |  |  |  |  |
| Health continuum poster |  |  |  |  |  |  |  |

Q13. Which one item in the suite did you find most useful?

Q14. Which one item in the suite did you feel the least useful?

Q15. How important do you think the information on the website is for you?

* Very important
* Somewhat important
* Neither important nor unimportant
* Somewhat unimportant
* Very unimportant

Q16. What, if anything, would you add to the suite?

Q17. What, if anything, would you remove from the suite?

Q18. Any additional comments?