TRAINING PRESENTATION Evaluation

TEAM: Chetinators
GRADE: A-

TRAINING MODULE: Occupational Conflict Resolution – Responses and Styles

Introductory Material: Excellent, Good, Average, Fair, Poor
- Nice idea to use MCC Philosophy – good job linking the MCC Philosophy to the trainees and their needs. Promotion is always good in these settings.
- The review of previous day’s material is good but what you had was an empty summary. Don’t just list topics; include the key point for each topic.
- (Be clear to the class on who we are supposed to be.)
- OK preview of the day’s activities and goals.

Quality/Relevance/Clarity of Objectives: Excellent, Good, Average, Fair, Poor
- You did cite the objectives for the session but you didn’t make it as clear enough why these goals are important to the trainees. Work on getting them to see the connection to their jobs more readily.
- Spend a little more time on the objectives and break them down into several steps.
- A stronger closing to the session re-emphasizing the objectives would help.

 Appropriateness and Effectiveness of Methods: Excellent, Good, Average, Fair, Poor
- Lecture material was OK and definitely necessary to the program.
- Good use of concrete examples in lecture.
- The paper folding exercise was cute but took a long time and didn’t get to a point soon enough, I thought.
- The use of the responses in real world settings isn’t made clear enough.
- The styles lecture moved awfully fast, needs more concrete examples and needed more links to the work world.
- Be clearer in instructions for the “outcomes” discussion.
- Both activities are enjoyable and make the content more memorable.
- A strong summary as to “the point” at the end of the “outcomes” debriefing is needed.
- Lecture may last a bit too long.

Use of Materials (A.V., handouts, etc.): Excellent, Good, Average, Fair, Poor
- Beware of talking to the computer or the screen when using PowerPoint.
- Pretty good material on the PowerPoint slides – right amount of detail.
- The single sheet handout is fine but isn’t well explained or used.
- The second handout is a nice “take-home” piece.

Feedback, Evaluation, Motivation of Trainees: Excellent, Good, Average, Fair, Poor
- Good job of giving feedback during the activities as trainers
- No evaluation included??
- Emphasize ways to motivate the trainees to USE this material on the job more!!
- How are you getting a sense of what the trainees will remember.

Credibility of Trainers/ Interaction Skills: Excellent, Good, Average, Fair, Poor
- Pretty good interaction between team members – nice “handoffs” during lecture sections.
- Use notes less and less obviously during lecture.
- Good interaction with trainees during activities – relaxed, natural, comfortable.
- OK attire.