

## EXAMPLE OF QUESTIONNAIRE FOR TRAINING PARTICIPANTS

Dear Sir or Madam,

Please complete the questionnaire assessing the training on \_\_\_\_\_ carried out as part of the \_\_\_\_\_ project. The survey is anonymous - its findings will only be used in a collective way. Please tick only one box.

### 1. To what extent did the training meet your needs?

- fully (please go to question #2)
- to a large extent
- moderately
- to a small extent
- did not meet my needs at all
- difficult to say

1.1. Why did the training not fully meet your needs? \_\_\_\_\_

### 2. Please assess the different aspects of trainers' work:

Please indicate the answer on the scale 1-5, where 1 is the lowest and 5 is the highest grade of the assessed elements.

	Trainer _____					Trainer _____				
preparedness	1	2	3	4	5	1	2	3	4	5
responsiveness	1	2	3	4	5	1	2	3	4	5
involvement	1	2	3	4	5	1	2	3	4	5
way of conducting the training	1	2	3	4	5	1	2	3	4	5

### 3. Was the duration of the training adequate?

- yes     no - it was too short     no - it was too long

### 4. Was the amount of information provided during the training sufficient?

- definitely yes (please go to question #5)
- rather yes
- rather no
- definitely no

4.1. What content do you think was missing in the training? \_\_\_\_\_

### 5. Was the balance between theory and practice adequate?

- yes     no - too much theory     no - not enough theory

### 6. To what extent was the training useful for you?

Please indicate the answer on the scale 1-5, where 1 is the lowest and 5 is the highest grade of the training's usefulness.

1    2    3    4    5

6.1. What elements could increase the usefulness of this training? \_\_\_\_\_

### 7. How do you assess the organization of the training?

- very good (please go to the question #8)     quite good     quite bad     very bad

7.1. What should be changed in the organisation of the training? \_\_\_\_\_

### 8. How do you assess the usefulness of the training materials?

Please indicate the answer on the scale 1-5, where 1 is the lowest and 5 is the highest grade of the materials' usefulness.

1    2    3    4    5

8.1. What could increase the usefulness of the training materials? \_\_\_\_\_

9. Additional comments: \_\_\_\_\_

Thank you for completing the questionnaire