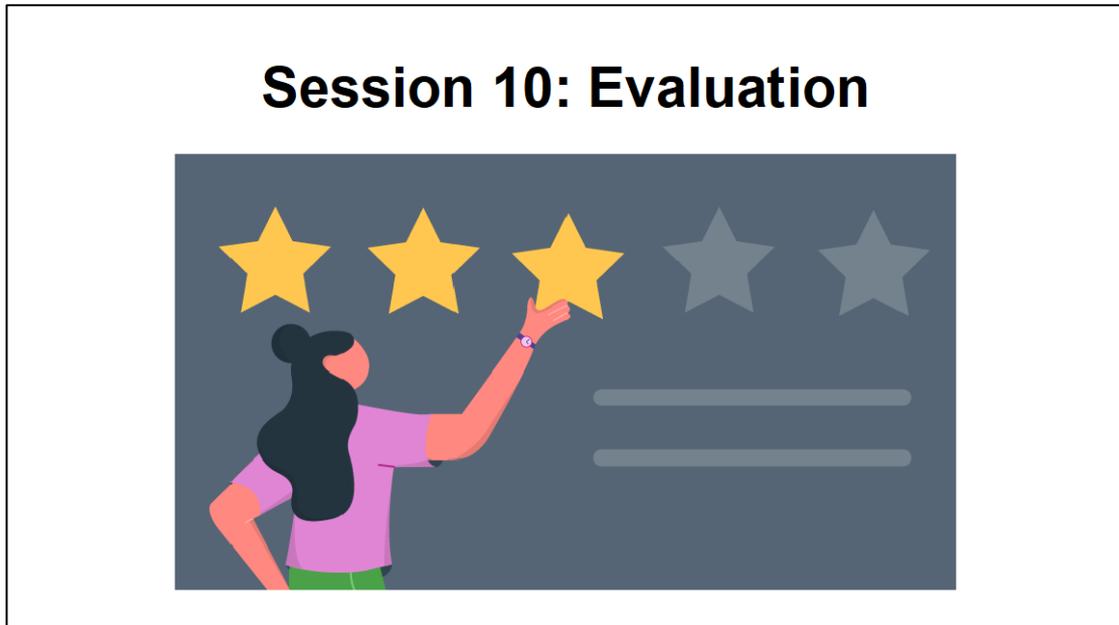


[FACILIAATOR NOTES]



Slide 10.109: Session 10: Evaluation

Duration: 30 min

Time: 12:00-12:30

Format: Individual exercise (i.e. filling the evaluation form), final group discussion.

Materials: Evaluation form.

Learning objectives

1. Revise the learning objectives
2. Fill the evaluation form
3. Have a final group discussion to see how the training went and how it can be improved

Contents

- Review of learning objectives
- Fill and collect evaluation forms
- Final reflections and wrap-up

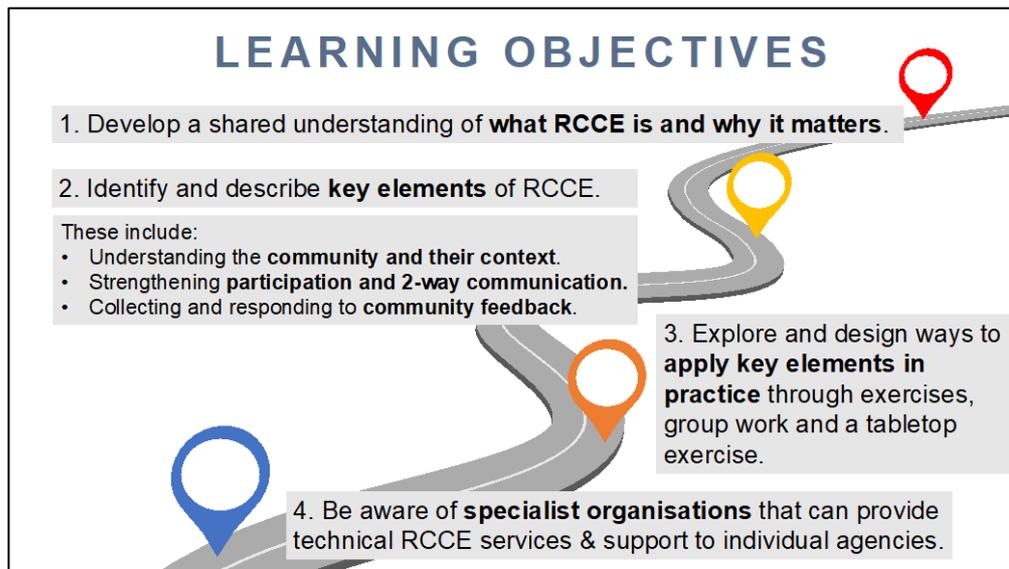
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Slide 10.110: COVER: Session 10: Evaluation

First and foremost, congratulate & thank participants for getting through the 1.5-day training!!!

Inform participants of what you want to do in this final session:

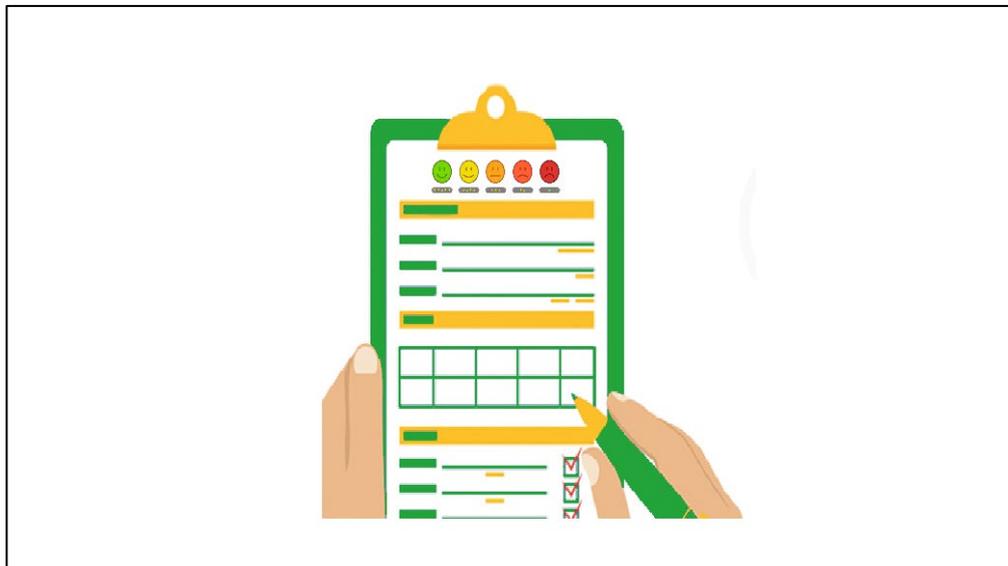
- Refresh their memory of the learning objectives before they complete the evaluation form
- Fill in the evaluation form
- Have a final group discussion to see how the training went and how it can be improved



Slide 10.110: Review of learning objectives

Show slide 10.109 and remind participants of the learning objectives before they begin filling out the evaluation form.

Please defer any significant discussion about the objectives until after they have completed the evaluation form – we want the evaluations to reflect their individual opinions. There will be time for group discussion when the forms are done.



Slide 10.111: Time to fill the feedback form

Duration: 5 min

Material: Feedback form. Every participant should already have one, but check again

Instructions

Request participants to take 3-5 minutes to fill in the feedback form. They should keep their forms until the end of the session.



Slide 10.112: So... How did it go?

Duration: 15 min

Format: Group discussion

Instructions

- Congratulate and thank participants again, what a .,5-day training you just had!
- With their reflection on the training and objectives fresh in their minds, ask people to briefly share some impressions about how the training went, what could be improved, what they enjoyed...

[NOTE FOR FACILITATORS: You want to finish the training on a high! You want people to leave the room excited about what is coming, whatever you may have decided that will be. And last but not least, congratulations to you – you made it happen, be proud!]

[END OF THE TRAINING]