TOOL 06 – PARTICIPATION EVALUATION FORM – PARTICIPANT’S EVALUATION

1. At which event did you participate?
2. Overall, how would you rate this event?

Very good  Good  Average  Poor  Very poor

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Evaluation question | I fully understand | I partially understand | I don’t understand | I am not sure | Comment |
| How well do you think you understood the following aspects of the event? | | | | | |
| Background of the event |  |  |  |  |  |
| Goal(s) of the event |  |  |  |  |  |
| Activities involved |  |  |  |  |  |
| The way decisions and solutions were reached |  |  |  |  |  |

1. If there was something you did not understand, what could have been done to help you improve your understanding?
2. Were you provided with the support you needed to participate effectively?

Before the event Yes  No  Not applicable

During the event Yes  No  Not applicable

If your answer is no, what could be improved next time?

1. Do you feel that your views were heard?

Yes  No  Not sure

If your answer is no, please explain why you feel this way.

1. Are you informed about how and when you will receive feedback on this event?

Yes  No

1. Please let us know if you have any additional comments or suggestions about the event.