

SUNGARD®

**TRAINING ACADEMY
PARTICIPANT EVALUATION FORM**

Course Name:

Date:

Participant Evaluation

Name (Optional):

Introduction Please work through the following questionnaire in relation to the training you have just completed and indicate by ticking the appropriate box to what extent you believe the questions asked are TRUE:

No	Question	Very Great Extent	Great Extent	Moderate Extent	Little Extent	No Extent
<hr/>						
E.g.: The quality of handouts provided was high		<hr/>				
Pre-Course Administration		5	4	3	2	1
1	The information I received before the course was sufficient.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<hr/>						
Course delivery – Learning Outcomes/Objectives						
2	At the beginning of the course the instructor explained the learning outcomes for the course.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	The learning outcomes were realistic and achievable.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4	The learning outcomes were very closely related to the course content.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5	By the end of the course I felt that I had attained the learning outcomes.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<hr/>						
Course Delivery – Materials and Resources						
6	The course manual was well structured and Clear.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7	The quality of the handouts and exercises was high.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8	The course material was comprehensive.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<hr/>						
Course Delivery – Instructional Skills						
9	The instructor provided ample opportunity to asks questions.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10	The instructor responded to questions positively and effectively.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Participant Evaluation – Continued

No	Question	Very Great Extent	Great Extent	Moderate Extent	Little Extent	No Extent
Course Delivery – Course Structure						
11	Ample practical exercises/activities were provided.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12	The practical exercises/activities were highly relevant to the course content.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Overall Satisfaction						
13	The length of the course was appropriate for the content covered.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14	Overall, to what extent will the contents of this course improve your effectiveness in your job?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15	Would you recommend this course to others?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16	What areas of the course did you find most useful?					
17	Were there any areas not included in this course, which you would find useful?					
18	What other courses would you like to see provided by SunGard Energy Systems?					
19	Are there any comments you would like to make on the product?					
20	What other training courses would you like to participate in?					
21	Would you like to receive an update on new courses and their schedule? If Yes, please provide your e-mail address below.					
22	Any other comments?					

Thank you for providing us with your feedback. Please fax completed forms to +44 (0) 77 9547 2070 or email to EnergyCust.Training@sungard.com.