

## B. SAMPLE: EVALUATION DOCUMENT

Check the box under the most appropriate heading	Strongly Agree	Agree	Disagree	Strongly Disagree
<b>The quality of instruction and teaching ability –</b>				
The instructor presented materials in a manner that was easily understood.				
The instructor presented materials in a manner that was appropriate to your skill level.				
The instructor answered the questions asked by audience members.				
<b><i>If you marked disagree or strongly disagree to any of the above questions, please explain.</i></b>				
<b>The instructor's level of knowledge and expertise –</b>				
The instructor demonstrated an understanding of the materials that she/he was presenting.				
<b><i>If you marked disagree or strongly disagree to the above question, please explain.</i></b>				
<b><i>The usefulness of the program content for meeting each of the program's stated objectives –</i></b>				
The program content was what I expected.				
<b><i>If you marked disagree or strongly disagree to the above question, please explain.</i></b>				
<b><i>The adequacy of the physical facilities –</i></b>				
The room was accessible for all.				
The room provided enough space for all attendees.				
<b><i>If you marked disagree or strongly disagree to any of the above questions, please explain.</i></b>				

If you have any other comments, please include them on the back of this form.