Republic of the Philippines
Department of Education

National Educators Academy of the Philippines

End-of-Day Evaluation Tool

NAME/TITLE OF THE PROGRAM

LEARNING AND DEVELOPMENT FOR BEGINNING TEACHERS

We are interested in your feedback about the content and process of the program. Please take a moment to give us your honest opinion on this evaluation form.

Responses will remain anonymous and will be used for the improvement of the program.

EVALUATION DIRECTION: Rate the program using the rating scale. Tick under the column of your response.

SCALE: (4) Strongly Agree (3) Agree (2) Disagree (1) Strongly Disagree

I. EVALUATION OF SESSION

A. Activity Management & Objectives	**4**	**3**	**2**	**1**
- Session started on time (F2F/Online).	0	0	0	0
- The session objectives are explained at the beginning of the session.	0	0	0	0
- The information and instruction given before the event is clear and easy to follow.	0	0	0	0
- The organization of the program is logical.	0	0	0	0
- The pace allotted for the session was sufficient for me to absorb inputs.	0	0	0	0
- Manage adequately the pre & post assessment	0	0	0	0
- Adequate session breaks (mid-morning, lunch and mid-afternoon	0	0	0	0
- Session ended on time (F2F/Online).	0	0	0	0

B. Training Venue	**4**	**3**	**2**	**1**
- Well-lighted.	0	0	0	0
- Well-ventilated.	0	0	0	0
- Accessible, safe, secure and peaceful location	0	0	0	0
- Sufficient space for the program activities.	0	0	0	0
- Facilities for individual with disabilities	0	0	0	0

- Adequate soundproofing.	0	0	0	0
- Availability of equipment.	0	0	0	0
- Serviceability of equipment.	0	0	0	0
- Internet access was usable.	0	0	0	0
- Clean.	0	0	0	0
- Sufficient number of clean and accessible Toilets and washrooms	0	0	0	0
- Meals were sufficiently healthy.	0	0	0	0
- Meals had sufficient variety.	0	0	0	0
C. Accommodation	**4**	**3**	**2**	**1**
- With sufficient space.	0	0	0	0
- Clean, well-lit, and well-ventilated	0	0	0	0
- Comfortable.	0	0	0	0
- Clean accommodation.	0	0	0	0
- Facilities were in good working order.	0	0	0	0
D. Session Rooms	**4**	**3**	**2**	**1**
- Well-lit, well-ventilated, and spacious enough for the participants	0	0	0	0
- Enough space for activities	0	0	0	0
- Comfortable.	0	0	0	0
- Designated areas for PMT.	0	0	0	0
- Provided for breakout sessions	0	0	0	0
E. Technical (Face-to Face/ Online)	**Very Good**	**Good**	**Fair**	**Poor**
- How would you rate your experience with the technology aspect?	0	0	0	0
- Quality of Audio	0	0	0	0
- Quality of Video	0	0	0	0
- Internet Connectivity (Online)	0	0	0	0
- Length of Session	0	0	0	0
- Visual Content and Graphics	0	0	0	0
- Platform Used (If Online)	0	0	0	0

II. PROGRAM MANAGEMENT TEAM

Program Management	**4**	**3**	**2**	**1**
- The program was structured properly	0	0	0	0
- Venue emergency evacuation plan is disseminated Before the start of the activity.	0	0	0	0
- Promotes solid waste management	0	0	0	0
- Socially-inclusive, gender-sensitive, non-discriminatory and non-stereotypical language is used at all times	0	0	0	0
- The program was managed efficiently	0	0	0	0
- Emerging welfare needs are immediately addressed	0	0	0	0
- Available when needed	0	0	0	0
- Responsive to the need of participants	0	0	0	0

- The emcee/host speaks with clarity and rapport	0	0	0	0
- Manage properly the closing program (insights, challenge, acceptance, and ways forward) is facilitated	0	0	0	0
- Manage adequately the distribution of certificates	0	0	0	0

How can the session be improved?

Feedback, comment and suggestion that will help us improve future events.

III. PROGRAM PROPER

Session/Activities/Discussion/Workshop	**4**	**3**	**2**	**1**
- The session started on time	0	0	0	0
- The organization of the opening program flow in logical (national anthem, ecumenical prayer, DepEd Quality Policy, welcome remarks, and introduction of participants.)	0	0	0	0
- Management of learning (leveling of expectation, agreeing on session norms, discussion of program objectives and matrix.	0	0	0	0
- The purpose of the session is clear	0	0	0	0
- The facilitator/s demonstrated mastery of the topic	0	0	0	0
- The facilitator/s explained the topics in an understandable level	0	0	0	0
- The facilitator/s accommodated my concerns and questions	0	0	0	0
- The time and pace allotted for each session was sufficient for me to absorb inputs or to accomplish outputs	0	0	0	0
- The session ended on time	0	0	0	0

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