

# LeaD in Practice

## *A blended-learning project on Learning Design in Practice*

### **MODEL EVALUATION QUESTIONNAIRE FOR BLENDED LEARNING COURSES \***

Dear participant!

Answering the following questions will help us trainers to get a view from your perspective and to adapt our future trainings accordingly. Also, it may help yourself by reflecting upon the project retrospectively. Please take some time to answer honestly, keeping in mind that this questionnaire is anonymous and will only be read by us trainers.

#### **1. Course design**

Statement	--	-	+	++	not applicable
1.1 Different methods were used appropriately according to the ...					
1.1.1 Individual tasks/activities.	o	o	o	o	o
1.1.2 Group tasks/activities.	o	o	o	o	o
1.2. Course structure was clear at each stage of the project.	o	o	o	o	o
1.2.1 The different phases (offline and online) were coherent and effectively blended together.	o	o	o	o	o
1.3 Common group materials as well as individual ones were available when needed.	o	o	o	o	o
1.3.1 All documents of the offline phase(s) were available during the online phase.	o	o	o	o	o
1.3.2 Documents that were available during the offline and online phase(s) were complete and easy to understand.	o	o	o	o	o
1.4 Enough time was planned per task and assignment.	o	o	o	o	o
1.5 The offline environment provided everything needed to achieve the task(s).	o	o	o	o	o

#### **1.6 How well were the following entities and structures introduced / transparent?**

Entity	--	-	+	++
The Trainers				
Participants (or learners) group				
Goals				
Funders				

### 1.7 Requirements: How would you describe the online requirements for participants?

	Very good	Good	Difficult	Very difficult
<b>Software used</b> (e.g. Access to the necessary software etc.?)				
<b>Hardware used</b> (e.g. Access to hardware such as webcam, microphone, mobile devices etc.?)				
	I was subchallenged	I was able to cope	It was hard to cope	It was too hard to cope
<b>Technical know-how</b> (e.g. Did you need instructions to work with the agreed technology?)				
<b>Content knowledge</b> (e.g. Did you bring enough content knowledge/experience into the project?)				

Additional comments:

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### 2. Course delivery

Statement	--	-	+	++	Not applicable
2.1 The technical equipment was fit for purpose and requirements.					
2.1.1 The user-interface(s) was/were easy to use (desktop-version, mobile-version).					
2.1.2 The technical design of the main platform was clear and structured.					
2.2 The e- learning platform provided the necessary privacy ...					
2.2.1 ... concerning learning results.					
2.2.2 ... concerning assessments.					
2.2.3 ... concerning private communication (chat).					
2.2.4 ... concerning collaboration tools.					
2.3 The e-learning platform provided a choice of appropriate and well-fitting tools used in the course. This covers specifically multimedia-based and interactive tools.					
2.4 Instructions for the use of the e-learning platform were available and passed to the learners in an appropriate way.					
2.5 The e-learning platform was regularly updated with necessary					

information.					
2.6 All instructions concerning tasks and assignments were communicated in time and shared through the e-learning platform(s).					

Additional comments:

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### 3. Support to learners

Statement	--	-	+	++
3.1 Learners had free access to learning resources including <b>online library access</b> , <b>extra learning materials</b> and access to different <b>online learning platforms</b> (Lynda, etc.).				
3.2 Learners had access to support services including <b>technical helpdesk</b> and <b>administrative support</b> , when it came to technical problems and difficulties concerning the use of the e-learning system.				
3.3 Learners were provided with <b>educational support</b> , when it came to ambiguities during the online phase.				
3.3.1 Communication with the support person(s) or platform administrator(s) was easy.				
3.3.2 The support person(s) answered in time.				
3.3.3 The support person's answers were understandable and helpful				
3.4 Online social networking opportunities were provided in order to build and support the learners' community/ies				
3.5 Learners were provided with clear and up-to-date information about their courses including learning and assessment methods.				

Additional comments:

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### 4. Learner involvement, motivation, engagement

4.1 How much time and effort did you put into the project?

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4.2 Which was your lowest point/phase of motivation during the project? Please describe why.

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4.3 Which was your highest point/phase of motivation? Please describe why.

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4.4 How satisfied were you with your individual work?

☐ not satisfied    ☐ satisfied    ☐ rather satisfied    ☐ very satisfied

4.5 The work load was:

☐ very little    ☐ little    ☐ perfect/as expected    ☐ heavy    ☐ very heavy

4.6 How was the engagement with other participants and educators on the e-learning platform?

☐ very bad    ☐ bad    ☐ good    ☐ very good

4.7 Group work

4.7.1 How was the communication between group members during task work?

4.7.1.1 ... during the offline phase:

☐ very bad    ☐ bad    ☐ good    ☐ very good

4.7.1.2 ... during the online phase:

☐ very bad    ☐ bad    ☐ good    ☐ very good

4.7.2 How satisfied were you with the group work outcomes?

4.7.2.1... during the offline phase:

☐ not satisfied    ☐ satisfied    ☐ rather satisfied    ☐ very satisfied

4.7.2.2... during the online phase:

☐ not satisfied    ☐ satisfied    ☐ rather satisfied    ☐ very satisfied

Additional comments:

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This evaluation form is anonymous. In case you would like us to come back to you, feel free to add your name and contact information: \_\_\_\_\_

*\*Developed by: Paul Oxborough, Ramon Martinez, Stefanie Mayrhoeger, Francisca Csaky-Pallavicini*



# *LeaD in Practice*

## *A blended-learning project on Learning Design in Practice*

### **MODEL EVALUATION AFTER THE FIRST PHASE (MODULE 1/3) OF THE PROJECT \***

#### **I. ACHIEVEMENT OF THE FIRST PHASE (MODULE) OBJECTIVES AND LEARNER NEEDS**

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A) To which degree do you feel the following objectives of Module I were achieved? Please check the appropriate box.

(1 = Not achieved, 2 = Mostly not achieved, 3 = Neutral, 4 = Mostly Achieved, 5 = Extremely well achieved)

Objectives of the first phase (module)	1	2	3	4	5
Objective 1					
Objective 1					
Objective 1					

B) Based on your answers above, do you think something was missing from Module I in order to achieve the objectives? Please elaborate.

C) Is there anything you would like us to change in the second phase of the project/course in order to meet your learning needs better? Please elaborate.

#### **II. THE STRUCTURE OF MODULE I**

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A) Please rate the effectiveness of the following:

(1 = Not effective, 2 = Mostly not effective, 3 = Neutral, 4 = Mostly Effective, 5 = Highly effective)

	1	2	3	4	5
Time management, daily program duration, breaks					
Flow of the program, connection between the topics, making sense as a whole					
Quality of the content					
Relevance of the topics (to the course objectives)					

B) Do you feel that your knowledge & practice on the X issue is better after this module or not? Please elaborate on your answer.

C) Which key words/thoughts/sentences/ideas that were shared in and outside of plenary do you keep with you?

### III. THE COURSE METHODS OF MODULE I

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A) Which were the most remarkable/relevant methods for you?

B) Please rate your satisfaction with the written & online materials that were handed out during the module (if any) (From 1 = Not at all satisfied ..... to ..... 6= Extremely well satisfied) .....

### IV. THE GROUP DYNAMICS

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A) Which factors influenced the degree of bonding, of interactivity, of participation or of tension in the group? ?

B) What kinds of contributions did you, as a trainee, make to the group?

### V. THE TRAINER(S)

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A) Please rate the effectiveness of the trainer:

(1 = Not effective, 2 = Mostly not effective, 3 = Neutral, 4 = Mostly Effective, 5 = Highly effective)

Name of the trainer	1	2	3	4	5
Knowledge about the topics of the course					
Management of the group					
Availability of the trainer to the questions and needs of the participants					

*Add another table if there are more trainers.*

### VI. THE EFFECT OF MODULE I

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A) What has been most useful for you in the project/course so far?

B) What has been your biggest achievement during the project/course so far?

C) Is there a topic of the course or anything else you would like to work on more?

## VII. THE PRACTICAL ORGANISATION OF THE MODULE

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A) Please rate your satisfaction with the following:

(1 = Not satisfied, 2 = Mostly not satisfied, 3 = Neutral, 4 = Mostly Satisfied, 5 = Highly satisfied)

	1	2	3	4	5
The information provided before arrival					
The accommodation					
The meals					
The training venue					
The social and cultural program					

B) You may explain your responses here:

## VIII. ONE LAST QUESTION ☺

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Please look back at the questionnaire and your answers. Is there something you would like to comment on more or something else you would like us to know and we/you haven't mentioned it yet? Let us know.

**Thank you for taking time to fill in this questionnaire.**

This questionnaire is anonymous. However, if you would like us to know your name or you would like us to get back to you about an issue you raised, please write your name here:

*\*Developed by: Athanasia Bartzoka, Karmen Semrl, Andreja Podpecan, Lilit Gizhlaryan, Cristina Sobrino Verde*



The LeaD in Practice Project was funded by the European Commission

# *LeaD in Practice*

## *A blended-learning project on Learning Design in Practice*

### **MODEL EVALUATION AFTER THE THIRD PHASE (MODULE 3/3) OF THE TRAINING AND FOR THE WHOLE EXPERIENCE \***

#### **I. ACHIEVEMENT OF THE 3<sup>RD</sup> MODULE | OBJECTIVES AND LEARNER NEEDS**

A) To which degree do you feel the following objectives of the **course III** were achieved?

(1 = Not at all achieved ..... to.....6 = Extremely well achieved)

Objectives Phase III	1	2	3	4	5	6
X						
Y						
Z						

B) To which degree do you feel the following objectives of the whole project were achieved?

(1 = Not at all achieved ..... to.....6 = Extremely well achieved)

Objectives of the whole project	1	2	3	4	5	6
X						
Y						
Z						

C) Based on your answers above, do you think something was missing from the whole project in order to achieve the objectives of the whole project? Please elaborate.

D) Overall, how satisfied are you with the way the course as a whole answered your learning needs? Please elaborate

E) Do you feel that your feedback was taken into account after the Evaluation of Module II?

#### **II. THE STRUCTURE OF MODULE III**

A) Please rate the effectiveness of the following: (1 = Not at all effective .... to.....6 = Extremely well effective)

	1	2	3	4	5	6
Time management, daily program duration, breaks						



Flow of the program, connection between the topics, making sense as a whole						
Quality of the content, relevance of the topics						

B) Do you feel that your knowledge & practice on the X issue is better after this module or not? Please elaborate on your answer.

C) Which *key words/thoughts/sentences/ideas* that were shared in and outside of plenary do you keep with you?

### **III. METHODS AND MATERIALS USED IN MODULE III**

A) Overall, how satisfied are you with the experiential learning methods used in the course in general? (From 1 = Not at all satisfied ..... to..... 6 = Extremely well satisfied): \_\_\_\_\_

B) Which were the most remarkable/relevant methods for you from Module III? What did you not like in the methods because it didn't work and how would you change it?

C) Please rate your satisfaction with the written & online materials that were handed out during the entire project (if any) (From 1 = Not at all satisfied ..... to ..... 6= Extremely well satisfied) .....

### **IV. THE GROUP DYNAMICS**

A) Which factors influenced the degree of bonding, of interactivity, of participation or of tension in the group?

B) What kinds of contributions did you, as a trainee, make to the group? .....

### **V. FEEDBACK FOR THE TRAINER(S)**

A) Please rate the effectiveness of the main project trainer(s): (1 = Not at all effective ..... to.....6 = Extremely well effective)

	1	2	3	4	5	6
Knowledge about the topics of the course & able to transmit it						
Management of the group						
Connection with the group						

B) What did you like most and least about him/her/them in the way the trainer(s) led & transmitted knowledge?

## **VI. EFFECT OF THE PROJECT**

Impact vs Outcome.

While the outcome evaluation tells us what kind of change has occurred, an impact evaluation paints a picture as to how a program might have affected participants' lives on a broader scale.

A) What is the impact of the project in general on you?

B) Do you believe that you are you going to follow with the issues (ideas) raised in this training? Why?

C) Were your expectations met overall?

D) Any other comments/thoughts/feelings/concerns you would like to share.

## **VII. PRACTICAL ORGANIZATION OF THE WHOLE PROJECT** (for all 3 modules) *(if different venues were used than the ones already evaluated)*

	1	2	3	4	5	6
The information provided before arrival						
Accommodation						
The meals						
The training venue						
Social & Cultural program						

If you want, you can explain your responses from above here.....

**Last question:** This questionnaire is anonymous. However, if you would like us to know your name or you would like us to get back to you about an issue you raised, please write your name here:

*\*Developed by: Athanasia Bartzoka, Karmen Semrl, Andreja Podpecan, Lilit Gizhlaryan, Cristina Sobrino Verde*



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# *LeaD in Practice*

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## **Model Questionnaire: Short Trainings (1 - 4 Days) \***

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Thank you for your participation in the training course, we invite you to please now complete the following questions to help us maintain standards and help develop our competencies.

1. How was your overall experience of the training? (1 being very bad, 6 being amazing)

1	2	3	4	5	6
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Comments:

2. How much did the training course meet your expectations and needs? (1 not at all, 6 totally)

1	2	3	4	5	6
---	---	---	---	---	---

Comments:

3. How relevant to you and your work was the information you received in this training?

(1 not at all, 6 very relevant)

1	2	3	4	5	6
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Comments:

4. How engaging were your Facilitators during this training course? (1 not at all, 6 very)

1	2	3	4	5	6
---	---	---	---	---	---

Comments:

5. How did you rate the following sessions:

EXAMPLE:

NAME GAMES AND ENERGISERS

1	2	3	4	5	6
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(HERE YOU CAN ADAPT THE QUESTIONNAIRE TO SUIT YOUR TRAINING AND ADD THE SESSIONS THAT YOU HAVE PUT ON)

VENUE AND LOCATION

Accommodation

1	2	3	4	5	6
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Working Space

1	2	3	4	5	6
---	---	---	---	---	---

Food

1	2	3	4	5	6
---	---	---	---	---	---

Resources

1	2	3	4	5	6
---	---	---	---	---	---

Comments:

GENERAL IMPRESSIONS

- 1) Do you have any recommendations for the improvement of the training?
- 2) What was the highlight of the training for you?
- 3) What from the training course will you take away and adopt into your daily/professional life?

4) Would you say the training course has improved your knowledge of the subject covered?

5) Any last comments?

Thank you for your time. If you would like to receive follow up from this evaluation please leave your name and email address.

Name:

Email:

*\* Developed by: Manca Ramovs, Benjamin Holland, Monika Karan, Maria-Eleni Provopoulou*



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# LeaD in Practice

## A blended-learning project on Learning Design in Practice

### MODEL EVALUATION QUESTIONNAIRE FOR UNIVERSITY COURSES \*

Dear students,

We would like to get your anonymous feedback on the course. Please, answer the following questions:

a) The study course content was **meaningful and useful**

- ☐ - Totally disagree
- ☐ - More disagree
- ☐ - More agree
- ☐ - Totally agree
- ☐ - Not applicable

b) Examinations corresponded with the course content

- ☐ - Totally disagree
- ☐ - More disagree
- ☐ - More agree
- ☐ - Totally agree
- ☐ - Not applicable

c) The study course was sequential and logical

- ☐ - Totally disagree
- ☐ - More disagree
- ☐ - More agree
- ☐ - Totally agree
- ☐ - Not applicable

d) The study course was practical

- ☐ - Totally disagree
- ☐ - More disagree
- ☐ - More agree
- ☐ - Totally agree
- ☐ - Not applicable

e) If you would add or change things about this study course in order to make it more useful, what would you change/add?

f) What do you take away with you from this study course? And what do you leave behind?

g) Did this study course have any effect on your career development?

Thank you for your involvement and time!

*\*Developed by: Mara Dirba, Arnis Dirba, Vita Kalnberzina, Sofia Antonopoulou, Loukia Leontitsi*



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## **MODEL QUESTIONNAIRE FOR YOUTH WORK PREPARATION \***

Dear Youth Worker,

We highly recommend using this questionnaire as preparation and at the beginning of your work with youth, to change and improve some parameters of your planned training activities. The aim of the questionnaire is to make the youth work easier, adaptable to certain group moods and for you as trainer to have in mind expectations, needs and preferences of the potential participants in your trainings.

The questionnaire is general; you can adapt it on your needs.

### **1. The Wall of wishes**

Which bricks of contribution will you place to support your activities?



### **2. Camp Fire**

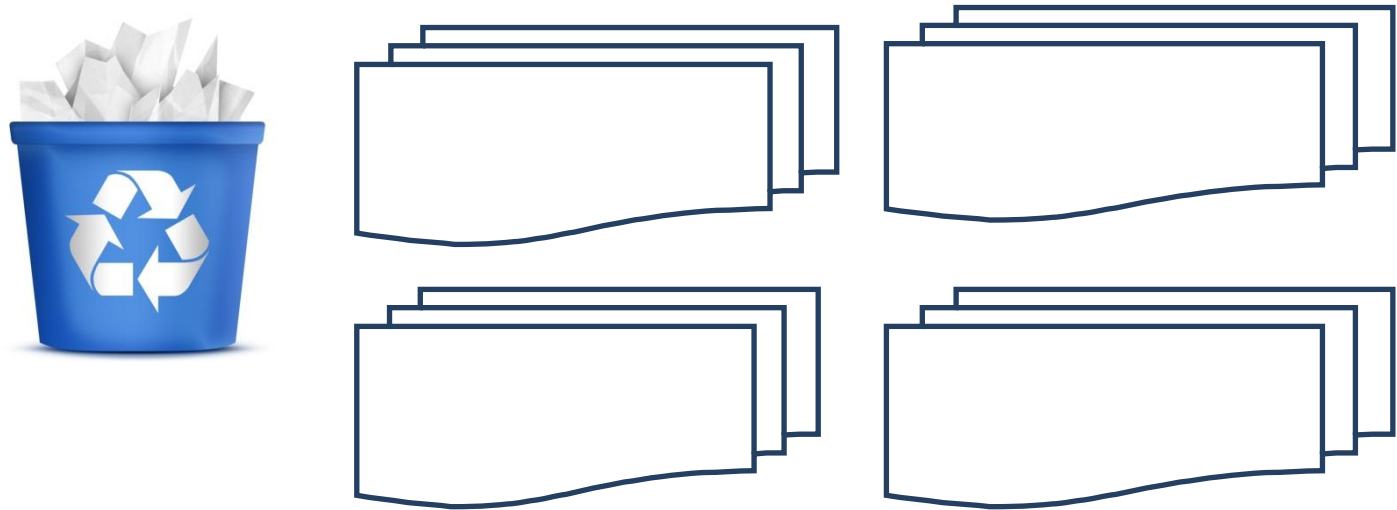
What would you like to see happening in this project, to keep the fire burning?





**3. Recycle Bin**



What will you discard before this project so that it does NOT happen again?



4. Having in mind the topic, the type and the aim of the project (training, workshop or other youth activity) which place(s) do you find more comfortable to implement this activity?

- a) Youth center
- b) Outdoors
- c) Coffee club
- d) Conference room
- e) Other: \_\_\_\_\_

5. What do you expect will be the influence of the chosen venue and environment to the successful implementation of the project? [ \* 1-6 = Not at all .... Extremely important]

					
1	2	3	4	5	6

6. Of the following learning (or training) methods, which ones do you prefer to use in your work?

- a) Small group work
- b) World cafe
- c) Simulation
- d) Roll play
- e) Discussions
- f) Brainstorming
- g) Presentations
- h) Other: \_\_\_\_\_

7. Do you think that any more specific topics should be included in this training/project? If yes, which ones?

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8. Which of the following groups do you feel more comfortable working with?

- a) Mixed Interethnic groups
- b) National groups
- c) Gender balance based groups
- d) Gender based group
- e) International group

9. What do you expect as the best outcome(s) from this project?

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10. Anything else that needs to be considered in preparation for your project?

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THANK YOU!

*\*Developed by: Goran Galabov, Vafire Muharemi, Elena Michael, Sergejs Andrejevs, Christakis Pappas*



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