

Session 14 Final Course Evaluation

Purpose: *In this session, course participants express their views on how the course can be improved in the future.*

Objectives: By the end of the session, participants should:

1. Do the post-test questionnaire.
2. Evaluate the course content, logistics and materials and suggest ways to improve them in the future.

Advance preparations:

1. Make enough copies of the *Final Course Evaluation Forms* presented in Annex 4.

Proposed Session Time: 1 hour

Activity 13.1: Review the course objectives and expected outputs (see Session 1)

(30 minutes)

- Review the learning objectives of the course.
- Facilitate discussion on the following topics:
 - Have we accomplished these objectives?
 - If not, what has not been accomplished?
 - How can we apply what we have learned?

Activity 13.2: Post-test (15 minutes)

- Ask participants to complete copies of the post-test individually.
- Use codes provided in the beginning on the post-test.
- Immediately correct the post-test and return both the pre- and post-test results to participants, clarifying any doubts that remain.

Activity 13.3: Participants fill out evaluation forms (15 minutes)

- Distribute the *Final Course Evaluation* forms (no names are required).
- Ask participants to complete and submit them.
- If time allows, review the evaluations and present results to the participants.
- Facilitate a discussion on the quality of the course, if appropriate.