

Training session (date)

- **Title - Course evaluation (duration: 90 min.)**
- **Trainers:** Lucretia Sirinian, Vasile Nicoară
- **Objectives:**
 - to review and evaluate the SMART criteria of the course objectives;
 - to stimulate reflexion according to the accepted criteria;
- **Expected results:**
 - to set/adopt an observation method and specific criteria for that;
 - to verbalize properly the conclusions of observation;
- **Assumed training methods:**
 - observation, questionnaires, focus group, matrix, group journal, individual mind map.
- **Individual and group assessment :**
 - to fulfil the conceptual map/honeycomb of the group;
 - to verbalize the benefits/gains of the training course;
 - to indicate a concrete/visible change they are decided/capable to operate in their organization after attending the course.
- **Training aids:** table name badges, individual badges, coloured sticky notes sets, flipchart, flipchart paper sheets, markers, pins, glue, farewell posters, incense sticks, laptop, video projector, Power Point presentation (music & images), and photos.

Timing in minutes	Method	Proceedings of the sitting
20	Focus group	The trainers invite the participants to remember the objectives of the training course and to evaluate them towards the SMART criteria.
10	Group journal	The trainers present the slide illustrating the results of the individual evaluation towards the initial objectives and invite the participants to comment them.
20	Matrix	The trainers invite the participants to give open and argued feedback on the dimensions of the training course: the offered information, the used methodology and the course impact.

20	Individual mind map	Participants are invited to fulfil the individual mind maps intituled "What did I truly learned in this course?" The paper sheets are exposed on the walls and the participants are invited to offer supplementary details.
20	Observation	All the trainers are invited to a conclusive speech. The Good bye speeches.