

# Instructor Team Summary & Evaluation

Name and Agency (Optional): \_\_\_\_\_

## **I. Course Summary:**

### **1. Course Logistics:**

- Training Location (*city & county*) \_\_\_\_\_
- Training Dates: \_\_\_\_\_

### **2. Instructor Team:**

- Lead CPS Instructor \_\_\_\_\_
- Assistant CPS Instructors
  1. \_\_\_\_\_
  2. \_\_\_\_\_
  3. \_\_\_\_\_
  4. \_\_\_\_\_
  5. \_\_\_\_\_
  6. \_\_\_\_\_
  7. \_\_\_\_\_
- Lead Technician(s) (*considering Instructor Candidacy*)
  1. \_\_\_\_\_
  2. \_\_\_\_\_

## **II. Course Evaluation** - Please rate the following elements of this training.

| Circle rating closest to your opinion: 1 = Poor, 2 = Fair, 3 = Good, and 4 = Excellent |          |         |   |   |   |
|--|----------|---------|---|---|---|
| Category   | Comments | Ratings |   |   |   |
|  |          | 1       | 2 | 3 | 4 |
| <b>Logistics and Facilities</b>  |          |         |   |   |   |
| Training Facility Location   |          | 1       | 2 | 3 | 4 |
| Training Equipment   |          | 1       | 2 | 3 | 4 |
| Manuals, Resources, Exercises  |          | 1       | 2 | 3 | 4 |
| Refreshments / Food  |          | 1       | 2 | 3 | 4 |
| Course Length  |          | 1       | 2 | 3 | 4 |
| Flow of Information  |          | 1       | 2 | 3 | 4 |

| Circle rating closest to your opinion: 1 = Poor, 2 = Fair, 3 = Good, and 4 = Excellent |              |         |   |   |   |
|--|--------------|---------|---|---|---|
| Category   | Comments     | Ratings |   |   |   |
|  |              | 1       | 2 | 3 | 4 |
| Training Schedule / Breaks   |              | 1       | 2 | 3 | 4 |
| Check-Up - Location  |              | 1       | 2 | 3 | 4 |
| Check Up Organization, Promo & Set Up  |              | 1       | 2 | 3 | 4 |
| Check Up Supplies/Materials<br>(e.g., CRs, handouts, CR instructions)                  |              | 1       | 2 | 3 | 4 |
| Logistics and Facilities Overall   |              | 1       | 2 | 3 | 4 |
| <b>Coordination</b>  |              |         |   |   |   |
| Pre Course Preparation of Students   |              | 1       | 2 | 3 | 4 |
| Pre Course communication with Students   |              | 1       | 2 | 3 | 4 |
| <b>Performance of Lead CPS Instructor</b>  | <b>Name:</b> |         |   |   |   |
| Instructors' Preparation & Presentation  |              | 1       | 2 | 3 | 4 |
| Instructors' Technical Knowledge   |              | 1       | 2 | 3 | 4 |
| Instructor Communication & Teamwork  |              | 1       | 2 | 3 | 4 |
| Instructor Helpfulness to Students   |              | 1       | 2 | 3 | 4 |
| Overall Satisfaction of this Instructor  |              | 1       | 2 | 3 | 4 |
| <b>Performance of CPS Instructor #2</b>  | <b>Name:</b> |         |   |   |   |
| Instructors' Preparation & Presentation  |              | 1       | 2 | 3 | 4 |
| Instructors' Technical Knowledge   |              | 1       | 2 | 3 | 4 |
| Instructor Communication & Teamwork  |              | 1       | 2 | 3 | 4 |
| Instructor Helpfulness to Students   |              | 1       | 2 | 3 | 4 |
| Overall Satisfaction of this Instructor  |              | 1       | 2 | 3 | 4 |
| <b>Performance of CPS Instructor #3</b>  | <b>Name:</b> |         |   |   |   |
| Instructors' Preparation & Presentation  |              | 1       | 2 | 3 | 4 |
| Instructors' Technical Knowledge   |              | 1       | 2 | 3 | 4 |
| Instructor Communication & Teamwork  |              | 1       | 2 | 3 | 4 |
| Instructor Helpfulness to Students   |              | 1       | 2 | 3 | 4 |
| Overall Satisfaction of this Instructor  |              | 1       | 2 | 3 | 4 |

| Circle rating closest to your opinion: 1 = Poor, 2 = Fair, 3 = Good, and 4 = Excellent |              |         |   |   |   |
|--|--------------|---------|---|---|---|
| Category   | Comments     | Ratings |   |   |   |
|  |              | 1       | 2 | 3 | 4 |
| <b>Performance of CPS Instructor #4</b>  | <b>Name:</b> |         |   |   |   |
| Instructors' Preparation & Presentation  |              | 1       | 2 | 3 | 4 |
| Instructors' Technical Knowledge   |              | 1       | 2 | 3 | 4 |
| Instructor Communication & Teamwork  |              | 1       | 2 | 3 | 4 |
| Instructor Helpfulness to Students   |              | 1       | 2 | 3 | 4 |
| Overall Satisfaction of this Instructor  |              | 1       | 2 | 3 | 4 |
| <b>Performance of CPS Instructor #5</b>  | <b>Name:</b> |         |   |   |   |
| Instructors' Preparation & Presentation  |              | 1       | 2 | 3 | 4 |
| Instructors' Technical Knowledge   |              | 1       | 2 | 3 | 4 |
| Instructor Communication & Teamwork  |              | 1       | 2 | 3 | 4 |
| Instructor Helpfulness to Students   |              | 1       | 2 | 3 | 4 |
| Overall Satisfaction of this instructor  |              | 1       | 2 | 3 | 4 |
| <b>Performance of CPS Instructor #6</b>  | <b>Name:</b> |         |   |   |   |
| Instructors' Preparation & Presentation  |              | 1       | 2 | 3 | 4 |
| Instructors' Technical Knowledge   |              | 1       | 2 | 3 | 4 |
| Instructor Communication & Teamwork  |              | 1       | 2 | 3 | 4 |
| Instructor Helpfulness to Students   |              | 1       | 2 | 3 | 4 |
| Overall Satisfaction of this instructor  |              | 1       | 2 | 3 | 4 |
| <b>Performance of CPS Instructor #7</b>  | <b>Name:</b> |         |   |   |   |
| Instructors' Preparation & Presentation  |              | 1       | 2 | 3 | 4 |
| Instructors' Technical Knowledge   |              | 1       | 2 | 3 | 4 |
| Instructor Communication & Teamwork  |              | 1       | 2 | 3 | 4 |
| Instructor Helpfulness to Students   |              | 1       | 2 | 3 | 4 |
| Overall Satisfaction of this instructor  |              | 1       | 2 | 3 | 4 |
| <b>Satisfaction</b>  |              |         |   |   |   |
| Overall Satisfaction for this training   |              | 1       | 2 | 3 | 4 |

**III. Comments** - *What could we do to make this course better?*