**BK-T07-01**

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| logo%20ciast | | **CENTRE FOR INSTRUCTOR & ADVANCED SKILL TRAINING (CIAST)**  **Shah Alam, Selangor Darul Ehsan**  **Malaysia**  **COURSE EFFICIENCY FEEDBACK FORM** | | | | | | | | | | | |
| COURSE NAME | | : | | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | | | | | |
| COURSE DATE | | : | | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | | | | | |
| COURSE LOCATION | | : | | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | | | | | |
| Instruction: Round the number on each scale given to represent your feedback for the relevant criteria only. | | | | | | | | | | | | | |
| **Strongly Disagree** | | | **Disagree** | | **Natural** | | | | **Agree** | | | | **Strongly Agree** |
| **1** | | | **2** | | **3** | | | | **4** | | | | **5** |
|  | | | | | | | | | | | | | |
| **PART I** | | | | | | | | | | | | | |
| Criteria | | | | | | Scale | | | | | | Comments | |
| **1. Objectives Achievement** | | | | | | | | | | | | | |
| A | Has this course achieved the stated objectives?  \*\* Please state the reasons in the comment’s space if the course objective is on scale 3 and below | | | | | 1 | 2 | 3 | | 4 | 5 |  | |
| **2. Learning Outcomes** | | | | | | | | | | | | | |
| A | Increased relevant knowledge | | | | | 1 | 2 | 3 | | 4 | 5 |  | |
| B | Improvement of skills in related fields | | | | | 1 | 2 | 3 | | 4 | 5 |  | |
| C | Application of knowledge & skills at work | | | | | 1 | 2 | 3 | | 4 | 5 |  | |
| **3-A Course Content** | | | | | | | | | | | | | |
| i. | Meets the requirements | | | | | 1 | 2 | 3 | | 4 | 5 |  | |
| ii. | Easy to understand with related examples | | | | | 1 | 2 | 3 | | 4 | 5 |  | |
| iii. | Related machines / equipment | | | | | 1 | 2 | 3 | | 4 | 5 |  | |
| iv. | Training materials and related notes | | | | | 1 | 2 | 3 | | 4 | 5 |  | |
| v. | Emphasis on theory | | | | | 1 | 2 | 3 | | 4 | 5 |  | |
| vi. | Emphasis on practicality | | | | | 1 | 2 | 3 | | 4 | 5 |  | |
| **3-B Techniques / Methodology** | | | | | | | | | | | | | |
| i. | Facilitating / Lectures | | | | | 1 | 2 | 3 | | 4 | 5 |  | |
| ii. | Discussion | | | | | 1 | 2 | 3 | | 4 | 5 |  | |
| iii. | Practices | | | | | 1 | 2 | 3 | | 4 | 5 |  | |
| iv. | Demonstration | | | | | 1 | 2 | 3 | | 4 | 5 |  | |
| v. | Project / Case Study | | | | | 1 | 2 | 3 | | 4 | 5 |  | |
| vi. | Multimedia / Video | | | | | 1 | 2 | 3 | | 4 | 5 |  | |
| **4. Course Management** | | | | | | | | | | | | | |
| i. | Course duration | | | | | 1 | 2 | 3 | | 4 | 5 |  | |
| ii. | Course schedule | | | | | 1 | 2 | 3 | | 4 | 5 |  | |
| iii. | Course secretariat | | | | | 1 | 2 | 3 | | 4 | 5 |  | |
| iv. | Course smoothness | | | | | 1 | 2 | 3 | | 4 | 5 |  | |
| v. | Classroom | | | | | 1 | 2 | 3 | | 4 | 5 |  | |
| vi. | Cafeteria / Meals | | | | | 1 | 2 | 3 | | 4 | 5 |  | |
| vIi. | Accommodation (if any) | | | | | 1 | 2 | 3 | | 4 | 5 |  | |

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| **PART II - ASSESSMENT OF INSTRUCTORS** | | | | | | | | | | | | | | | | | | | | | |
| No | Instructor’s Name |  | | | | |  | | | | |  | | | | |  | | | | |
| 1. | Mastery of the subject | 1 | 2 | 3 | 4 | 5 | 1 | 2 | 3 | 4 | 5 | 1 | 2 | 3 | 4 | 5 | 1 | 2 | 3 | 4 | 5 |
| 2. | Facilitating skill | 1 | 2 | 3 | 4 | 5 | 1 | 2 | 3 | 4 | 5 | 1 | 2 | 3 | 4 | 5 | 1 | 2 | 3 | 4 | 5 |
| 3. | Use of teaching aids | 1 | 2 | 3 | 4 | 5 | 1 | 2 | 3 | 4 | 5 | 1 | 2 | 3 | 4 | 5 | 1 | 2 | 3 | 4 | 5 |
| 4. | Presentation | 1 | 2 | 3 | 4 | 5 | 1 | 2 | 3 | 4 | 5 | 1 | 2 | 3 | 4 | 5 | 1 | 2 | 3 | 4 | 5 |
| 5. | Creating an ideal learning environment | 1 | 2 | 3 | 4 | 5 | 1 | 2 | 3 | 4 | 5 | 1 | 2 | 3 | 4 | 5 | 1 | 2 | 3 | 4 | 5 |
| 6. | Skill handling of feedback / questions | 1 | 2 | 3 | 4 | 5 | 1 | 2 | 3 | 4 | 5 | 1 | 2 | 3 | 4 | 5 | 1 | 2 | 3 | 4 | 5 |
| 7. | Interactive communications | 1 | 2 | 3 | 4 | 5 | 1 | 2 | 3 | 4 | 5 | 1 | 2 | 3 | 4 | 5 | 1 | 2 | 3 | 4 | 5 |
| 8. | Appearance | 1 | 2 | 3 | 4 | 5 | 1 | 2 | 3 | 4 | 5 | 1 | 2 | 3 | 4 | 5 | 1 | 2 | 3 | 4 | 5 |

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| **5. Course Benefits** | | | |
| A | Have you benefited from the program? | **Yes** | **No** |
| B | Would you like to recommend this course to others? | **Yes** | **No** |

**6. What are your suggestions for improvement of the course?**

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**THANK YOU ON YOUR FEEDBACK**