**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** |
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| **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**