**Annex 18**

**Template of Teacher’s Training Session Feedback Form (Page 1)**

**Teacher’s Training Session Feedback Form**

Thank you for participating in the teacher’s training session, your feedback is valuable for our continuous improvements. Please complete and return this form to the team.

Please tick  the appropriate box(es) to select the best answer.

|  |  |  |
| --- | --- | --- |
| **Section A: Personal Information** |  |  |
| 1. How long have you been working in the educational field? | | |
| □ less than 1 year – 5 years | □ more than 5 years – less than 10 years | □ 10 years or above |
| 2. Which of the following title best describes your position at school? | | |
| □ Decision maker | □ Career team | □ Social Worker |
| □ Chinese teacher | □ Subject teacher | □ Class teacher |
| □ Teaching assistant | □ Others: |  |
| 3. Are you responsible to teach/ involve in subjects/ programmes related to Non-Chinese speaking students? | | |
| □ Yes | □ No |  |

Please circle where appropriate.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Section B: Teacher’s Training Session** |  |  |  |  |  |  |
| **Strongly Strongly**  **Disagree Agree** | | | | | | |
| **Arrangements** |  |  |  |  |  |  |
| 4. The duration is appropriate | 1 | 2 | 3 | 4 | 5 | NA |
| 5. The venue setting is appropriate | 1 | 2 | 3 | 4 | 5 | NA |
| **Instructors** |  |  |  |  |  |  |
| 6. The instructor was well prepared the contents | 1 | 2 | 3 | 4 | 5 | NA |
| 7. The instructor used time effectively | 1 | 2 | 3 | 4 | 5 | NA |
| 8. The instructor provided prompt feedback during the training session | 1 | 2 | 3 | 4 | 5 | NA |
| **Content** |  |  |  |  |  |  |
| 9. The level of difficulty in the training session was appropriate | 1 | 2 | 3 | 4 | 5 | NA |
| 10. The content in the training session were clearly related to the training objective (train teachers to provide career guidance to NCS students) | 1 | 2 | 3 | 4 | 5 | NA |

**Template of Teacher’s Training Session Feedback Form (Page 2)**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Section C: Overall Comments** |  |  |  |  |  |  |
| **Least Most**  **Attractive Attractive** | | | | | | |
| 11. Topic 1 – Data related to NCS Community | 1 | 2 | 3 | 4 | 5 | NA |
| 12. Topic 2 – Theories on career and life planning | 1 | 2 | 3 | 4 | 5 | NA |
| 13. Topic 3 – Information about NCS students (further studies/ career) | 1 | 2 | 3 | 4 | 5 | NA |
| 14. Topic 4 – Cultural sensitivity activities | 1 | 2 | 3 | 4 | 5 | NA |
| 15. Topic 5 – Review teacher’s role on career guidance of NCS students | 1 | 2 | 3 | 4 | 5 | NA |

**Section D: Other comments/ Suggestions**

1. What did you most enjoy about the teacher’s training session? Why?
2. Other comments/ Suggestions:

-Thank You-