

CLOSING SESSION

TOPIC: **Workshop Synthesis and Evaluation**

TIME: Ninety Minutes

OVERALL GOAL: To provide participants an opportunity to ask final questions about the workshop contents.

OBJECTIVES: By the end of this session, participants will have:

1. Discussed any doubts regarding the content of the IPCC workshop
2. Answered the Post Training and Workshop Evaluation questionnaires
3. Received their Certificate of completion of the IPCC workshop.

Session at a Glance			
TOPIC	TIMING	METHODS	MATERIALS
1. Introduction	10 min.	Large group discussion	
2. Workshop Summary	40 min.	Group discussion	
3. Workshop Post Training and Workshop Evaluation	30 min	Individual Exercise	1. Post Training Questionnaire 2. Workshop Evaluation Questionnaire

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Daily Evaluation

Please fill out this questionnaire to help us adjust materials and sessions according to your needs and suggestions. This evaluation is only for today's sessions. This is an anonymous questionnaire.

Please mark each of the elements accordingly:

	Not Acceptable	Good	Excellent
• Quality of the presentations	_____		
• Content of the presentations	_____		
• Facilitation style	_____		
• Exercises and Group work	_____		

1. What activities did you like most?

2. What did you find most useful about the topics covered today?

3. What did you like the least about today's sessions/

4. What can be done to improve the sessions?

5. Comments and suggestions:

Thank you for your time.

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Final Evaluation

Please print your answers. If any question does not apply, please leave it blank.

1. Please rate the workshop as a whole by circling your answer.

Poor.....Excellent
1 2 3 4 5 6 7 8 9 10

2. Please rate the following items by circling your answer.

Course content:

Poor.....Excellent
1 2 3 4 5 6 7 8 9 10

Quality of Instruction:

Poor.....Excellent
1 2 3 4 5 6 7 8 9 10

Group Work /Exercises during Sessions:

Poor.....Excellent
1 2 3 4 5 6 7 8 9 10

Achievement of workshop objectives :

Poor.....Excellent
1 2 3 4 5 6 7 8 9 10

Overall Level of Satisfaction:

Poor.....Excellent
1 2 3 4 5 6 7 8 9 10

3. What other topics should be included in future workshops?

4. Which concepts or ideas presented in the workshop did you find particularly useful or helpful?

5. Has the workshop inspired you to change or introduce new ideas in your work? Please explain.

6. Which sessions were most relevant to your work? Why?

7. Who would benefit most from this course?

8. On which topics would you have preferred additional time?

9. Please rate the training facilities and accommodations by circling your answers:

Location:

Poor.....Excellent
1 2 3 4 5 6 7 8 9 10

Room Accommodation:

Poor.....Excellent
1 2 3 4 5 6 7 8 9 10

Conference Room:

Poor.....Excellent
1 2 3 4 5 6 7 8 9 10

Daily Meals:

Poor.....Excellent
1 2 3 4 5 6 7 8 9 10

Coffee Breaks:

Poor.....Excellent
1 2 3 4 5 6 7 8 9 10

10. Please provide additional comments you think will help make this a better learning experience

Thank you for your feedback !

INTERPERSONAL COMMUNICATIONS -COUNSELING SKILLS FOR HEALTH PROVIDERS
PRE and POST Training Questionnaire

Symbol

The answers to the following questions will help us tailor the contents of the workshop sessions to the needs of the participants. There are no wrong answers to the questions. We greatly appreciate your responses.

1. When do we use interpersonal communication skills?

2. Name some different types of communication.

3. What are the factors that may influence behavior change?

4. What are some of the stages one may follow when changing our behavior ?

5. Give 3 examples of good listening skills during interpersonal interactions with a client.

6. When do counselors use open ended questions with clients ?

7. Describe the steps that are part of the GATHER process:

8. Name some advantages for the provider in using information, Education and communication materials during counseling.

9. Name some sources of rumors and misinformation about family planning methods?

10. Give two examples of non verbal communications

11. Please explain the meaning of "establishing rapport" with a client during counseling

12. What are some of the client's rights during family planning counseling?

True or False:

1. Only when counseling special populations, counselors should be aware of their own values and attitudes. _____
2. During counseling, the client follows the decision made by the provider because he has understood the client's needs. _____
3. Everyone follows the same steps when changing their behavior. _____
4. Communication is a process that seeks to reduce uncertainty. _____
5. Effective presentations increase knowledge, persuade people and encourage action _____