

APPRAISAL FORM

This document contains a full set of appraisal forms for you and your group. They do not take a lot of time to complete but are of enormous benefit to us at WORKTALK in developing the material to further meet the needs of people at work. Some questions may not apply to your group so feel free to ignore them but the more forms that are returned to us the better. Many thanks for your help.

Geoff Shattock

WORKTALK - Course Appraisal Questionnaire

Module One: Dealing with Personal Pressure Date: _____ Venue/Group _____

Please take a few minutes to fill in this form and return it to your WORKTALK leader or fax to 0044 208 764 8080 or post to WORKTALK 56 Baldry Gardens London SW16 3DJ England.

Please rate each statement by filling in the appropriate box alongside with a number between 1 and 10, where 1 is disagree very strongly and 10 is agree very strongly. Please be as honest and objective as you can when interpreting the scale, and use the 'X' (for 'don't know' or 'not appropriate') as sparingly as you can.

After this course I have a better understanding of:	Rate 1-10
The Cross in Relation To Work	-
Personal Pressure and Stress	-
The Place of Forgiveness in Pressure Management	-
The speaker:	
Teaching was clearly explained	-
Provided practical tools/relevant applications to my Christian life	-
Relevant to the needs of the people in the group	-
Created an appropriate learning environment	-
The session itself:	
Length of the session overall was appropriate	-
Length of talk was right	-
Time available for interactive work was right	-
Relevant to my life at work	-
I am confident in being able to apply the learning	-
The handbook:	
Provided helpful material	-
Complimented the audio/talk	-
Contained enough information	-
Please rate the speaker overall on a scale of 1 to 10	
Please rate the session overall on a scale of 1 to 10	
Likelihood to recommend this course to a friend (1-10)	

Is there anything else you would like to add about this session?

Finally, please will you complete the following section to help us with our analysis:

Gender: Male ☐ Female ☐ **Your name (optional)** _____
Age: 18-24 ☐ 25-34 ☐ 35-44 ☐ 45-54 ☐ 55-64 ☐ 65+ ☐

Which of the following best describes your occupation (if you are currently in paid work):

Director/senior manager ☐ Business professional (egg lawyer) ☐ Skilled manual worker ☐
 Manager/executive ☐ Vocational professional (egg teacher) ☐ Unskilled manual worker ☐
 Small business owner ☐ Clerical worker ☐ Other ☐

Thank you for completing this questionnaire

WORKTALK - Course Appraisal Questionnaire

Module Two: Being Good News to Others **Date:** **Venue/Group**

Please take a few minutes to fill in this form and return it to your WORKTALK leader or fax to 0044 208 764 8080 or post to WORKTALK 56 Baldry Gardens London SW16 3DJ England.

Please rate each statement by filling in the appropriate box alongside with a number between 1 and 10, where 1 is disagree very strongly and 10 is agree very strongly. Please be as honest and objective as you can when interpreting the scale, and use the 'X' (for 'don't know' or 'not appropriate') as sparingly as you can.

After this course I have a better understanding of:	Rate 1-10
The meaning of being good news to others	-
Being good news as a lifestyle	-
How my own pressures need not get in the way	-
The speaker	
Teaching was clearly explained	-
Provided practical tools/relevant applications to my Christian life	-
Relevant to the needs of the people in the group	-
Created an appropriate learning environment	-
The session itself:	
Length of the session overall was appropriate	-
Length of talk was right	-
Time available for interactive work was right	-
Relevant to my life at work	-
I am confident in being able to apply the learning	-
The handbook:	
Provided helpful material	-
Complimented the audio/talk	-
Contained enough information	-
Please rate the speaker overall on a scale of 1 to 10	-
Please rate the session overall on a scale of 1 to 10	-
Likelihood to recommend this course to a friend (1-10)	-

Is there anything else you would like to add about this session?

Finally, please will you complete the following section to help us with our analysis:

Gender: Male ☐ Female ☐ **Your name (optional)** _____

Age: 18-24 ☐ 25-34 ☐ 35-44 ☐ 45-54 ☐ 55-64 ☐ 65+ ☐

Which of the following best describes your occupation (if you are currently in paid work):

Director/senior manager	<input type="checkbox"/>	Business professional (egg lawyer)	<input type="checkbox"/>	Skilled manual worker	<input type="checkbox"/>
Manager/executive	<input type="checkbox"/>	Vocational professional (egg teacher)	<input type="checkbox"/>	Unskilled manual worker	<input type="checkbox"/>
Small business owner	<input type="checkbox"/>	Clerical worker	<input type="checkbox"/>	Other	<input type="checkbox"/>

Thank you for completing this questionnaire

WORKTALK - Course Appraisal Questionnaire

Module Three Balancing Work and Home Life Date: _____ **Venue/Group** _____

Please take a few minutes to fill in this form and return it to your WORKTALK leader or fax to 0044 208 764 8080 or post to WORKTALK 56 Baldry Gardens London SW16 3DJ England.

Please rate each statement by filling in the appropriate box alongside with a number between 1 and 10, where 1 is disagree very strongly and 10 is agree very strongly. Please be as honest and objective as you can when interpreting the scale, and use the 'X' (for 'don't know' or 'not appropriate') as sparingly as you can.

After this course I have a better understanding of:	Rate 1-10
The meaning of a moment	-
The importance of balance	-
Ways to achieve balance in my own life	-
The speaker:	
Teaching was clearly explained	-
Provided practical tools/relevant applications to my Christian life	-
Relevant to the needs of the people in the group	-
Created an appropriate learning environment	-
The session itself:	
Length of the session overall was appropriate	-
Length of talk was right	-
Time available for interactive work was right	-
Relevant to my life at work	-
I am confident in being able to apply the learning	-
The handbook:	
Provided helpful material	-
Complimented the audio/talk	-
Contained enough information	-
Please rate the speaker overall on a scale of 1 to 10	-
Please rate the session overall on a scale of 1 to 10	-
Likelihood to recommend this course to a friend (1-10)	-

Is there anything else you would like to add about this session?

Finally, please will you complete the following section to help us with our analysis:

Gender: Male ☐ Female ☐ **Your name (optional)** _____
Age: 18-24 ☐ 25-34 ☐ 35-44 ☐ 45-54 ☐ 55-64 ☐ 65+ ☐

Which of the following best describes your occupation (if you are currently in paid work):

Director/senior manager ☐ Business professional (egg lawyer) ☐ Skilled manual worker ☐
 Manager/executive ☐ Vocational professional (egg teacher) ☐ Unskilled manual worker ☐
 Small business owner ☐ Clerical worker ☐ Other ☐

Thank you for completing this questionnaire

WORKTALK - Course Appraisal Questionnaire

Module Four Standing Alone For What is Right Date:

Venue/Group

Please take a few minutes to fill in this form and return it to your WORKTALK leader or fax to 0044 208 764 8080 or post to WORKTALK 56 Baldry Gardens London SW16 3DJ England.

Please rate each statement by filling in the appropriate box alongside with a number between 1 and 10, where 1 is disagree very strongly and 10 is agree very strongly. Please be as honest and objective as you can when interpreting the scale, and use the 'X' (for 'don't know' or 'not appropriate') as sparingly as you can.

After this course I have a better understanding of:	Rate 1-10
Standing alone for what is right	-
How to face challenges and struggle	-
The importance of being qualified to help others	-
The speaker:	
Teaching was clearly explained	-
Provided practical tools/relevant applications to my Christian life	-
Relevant to the needs of the people in the group	-
Created an appropriate learning environment	-
The session itself:	
Length of the session overall was appropriate	-
Length of talk was right	-
Time available for interactive work was right	-
Relevant to my life at work	-
I am confident in being able to apply the learning	-
The handbook:	
Provided helpful material	-
Complimented the audio/talk	-
Contained enough information	-
Please rate the speaker overall on a scale of 1 to 10	-
Please rate the session overall on a scale of 1 to 10	-
Likelihood to recommend this course to a friend (1-10)	-

Is there anything else you would like to add about this session?

Finally, please will you complete the following section to help us with our analysis:

Gender: Male ☐ Female ☐ **Your name (optional)** _____

Age: 18-24 ☐ 25-34 ☐ 35-44 ☐ 45-54 ☐ 55-64 ☐ 65+ ☐

Which of the following best describes your occupation (if you are currently in paid work):

Director/senior manager	<input type="checkbox"/>	Business professional (egg lawyer)	<input type="checkbox"/>	Skilled manual worker	<input type="checkbox"/>
Manager/executive	<input type="checkbox"/>	Vocational professional (egg teacher)	<input type="checkbox"/>	Unskilled manual worker	<input type="checkbox"/>
Small business owner	<input type="checkbox"/>	Clerical worker	<input type="checkbox"/>	Other	<input type="checkbox"/>

Thank you for completing this questionnaire

WORKTALK - Course Appraisal Questionnaire

Module Five Being Real Date: Venue/Group

Please take a few minutes to fill in this form and return it to your WORKTALK leader or fax to 0044 208 764 8080 or post to WORKTALK 56 Baldry Gardens London SW16 3DJ England.

Please rate each statement by filling in the appropriate box alongside with a number between 1 and 10, where 1 is disagree very strongly and 10 is agree very strongly. Please be as honest and objective as you can when interpreting the scale, and use the 'X' (for 'don't know' or 'not appropriate') as sparingly as you can.

After this course I have a better understanding of:	Rate 1-10
Celebrating humanity	-
Working out of who I am	-
Living transparently	-
The speaker:	
Teaching was clearly explained	-
Provided practical tools/relevant applications to my Christian life	-
Relevant to the needs of the people in the group	-
Created an appropriate learning environment	-
The session itself:	
Length of the session overall was appropriate	-
Length of talk was right	-
Time available for interactive work was right	-
Relevant to my life at work	-
I am confident in being able to apply the learning	-
The handbook:	
Provided helpful material	-
Complimented the audio/talk	-
Contained enough information	-
Please rate the speaker overall on a scale of 1 to 10	-
Please rate the session overall on a scale of 1 to 10	-
Likelihood to recommend this course to a friend (1-10)	-

Is there anything else you would like to add about this session?

Finally, please will you complete the following section to help us with our analysis:

Gender: Male ☐ Female ☐ **Your name (optional)** _____
Age: 18-24 ☐ 25-34 ☐ 35-44 ☐ 45-54 ☐ 55-64 ☐ 65+ ☐

Which of the following best describes your occupation (if you are currently in paid work):

Director/senior manager ☐ Business professional (egg lawyer) ☐ Skilled manual worker ☐
 Manager/executive ☐ Vocational professional (egg teacher) ☐ Unskilled manual worker ☐
 Small business owner ☐ Clerical worker ☐ Other ☐

Thank you for completing this questionnaire

WORKTALK - Course Appraisal Questionnaire

Module Six Working Through to the End Date: _____ Venue/Group _____

Please take a few minutes to fill in this form and return it to your WORKTALK leader or fax to 0044 208 764 8080 or post to WORKTALK 56 Baldry Gardens London SW16 3DJ England.

Please rate each statement by filling in the appropriate box alongside with a number between 1 and 10, where 1 is disagree very strongly and 10 is agree very strongly. Please be as honest and objective as you can when interpreting the scale, and use the 'X' (for 'don't know' or 'not appropriate') as sparingly as you can.

After this course I have a better understanding of:	Rate 1-10
The importance of ending well	-
The nature of completing big and small things	-
How to view a completed task	-
How to act professionally	-
The speaker:	
Teaching was clearly explained	-
Provided practical tools/relevant applications to my Christian life	-
Relevant to the needs of the people in the group	-
Created an appropriate learning environment	-
The session itself:	
Length of the session overall was appropriate	-
Length of talk was right	-
Time available for interactive work was right	-
Relevant to my life at work	-
I am confident in being able to apply the learning	-
The handbook:	
Provided helpful material	-
Complimented the audio/talk	-
Contained enough information	-
Please rate the speaker overall on a scale of 1 to 10	-
Please rate the session overall on a scale of 1 to 10	-
Likelihood to recommend this course to a friend (1-10)	-

Is there anything else you would like to add about this session?

Finally, please will you complete the following section to help us with our analysis:

Gender: Male ☐ Female ☐ **Your name (optional)** _____
Age: 18-24 ☐ 25-34 ☐ 35-44 ☐ 45-54 ☐ 55-64 ☐ 65+ ☐

Which of the following best describes your occupation (if you are currently in paid work):

Director/senior manager ☐ Business professional (egg lawyer) ☐ Skilled manual worker ☐
 Manager/executive ☐ Vocational professional (egg teacher) ☐ Unskilled manual worker ☐
 Small business owner ☐ Clerical worker ☐ Other ☐

Thank you for completing this questionnaire

WORKTALK - Course Appraisal Questionnaire

Module Seven Spirituality **Date:** **Venue/Group:**

Please take a few minutes to fill in this form and return it to your WORKTALK leader or fax to 0044 208 764 8080 or post to WORKTALK 56 Baldry Gardens London SW16 3DJ England.

Please rate each statement by filling in the appropriate box alongside with a number between 1 and 10, where 1 is disagree very strongly and 10 is agree very strongly. Please be as honest and objective as you can when interpreting the scale, and use the 'X' (for 'don't know' or 'not appropriate') as sparingly as you can.

After this course I have a better understanding of:	Rate 1-10
The meaning of spirituality	-
Practising the presence of God	-
Staying spiritual under pressure	-
The importance of relating to God as a Father	
The speaker:	
Teaching was clearly explained	-
Provided practical tools/relevant applications to my Christian life	-
Relevant to the needs of the people in the group	-
Created an appropriate learning environment	-
The session itself:	
Length of the session overall was appropriate	-
Length of talk was right	-
Time available for interactive work was right	-
Relevant to my life at work	-
I am confident in being able to apply the learning	-
The handbook:	
Provided helpful material	-
Complimented the audio/talk	-
Contained enough information	-
Please rate the speaker overall on a scale of 1 to 10	-
Please rate the session overall on a scale of 1 to 10	-
Likelihood to recommend this course to a friend (1-10)	-

Is there anything else you would like to add about this session?

Finally, please will you complete the following section to help us with our analysis:

Gender: Male ☐ Female ☐ **Your name (optional)** _____

Age: 18-24 ☐ 25-34 ☐ 35-44 ☐ 45-54 ☐ 55-64 ☐ 65+ ☐

Which of the following best describes your occupation (if you are currently in paid work):

Director/senior manager	<input type="checkbox"/>	Business professional (egg lawyer)	<input type="checkbox"/>	Skilled manual worker	<input type="checkbox"/>
Manager/executive	<input type="checkbox"/>	Vocational professional (egg teacher)	<input type="checkbox"/>	Unskilled manual worker	<input type="checkbox"/>
Small business owner	<input type="checkbox"/>	Clerical worker	<input type="checkbox"/>	Other	<input type="checkbox"/>

Thank you for completing this questionnaire

WORKTALK - Course Appraisal Questionnaire

Overall Course Date: _____ **Venue** _____

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Please rate each statement by filling in the appropriate box alongside with a number between 1 and 10, where 1 is disagree very strongly and 10 is agree very strongly. Please be as honest and objective as you can when interpreting the scale, and use the 'X' (for 'don't know' or 'not appropriate') as sparingly as you can. Please add comment in the next column where appropriate

Did you use the course as a seven part or fourteen part programme? _____

After this course I have a better understanding of:	Rate 1-10	Comment
Working spiritually		
How to integrate my faith and my work		
How to make some practical changes to my work life		
The speaker:		
Teaching was clearly explained		
Provided practical tools/relevant applications to my Christian life		
Relevant to the needs of the people in the group		
Created an appropriate learning environment		
The sessions themselves:		
Length of the sessions overall were appropriate		
Length of talk was right		
Time available for interactive work was right		
Relevant to my life at work		
I am confident in being able to apply the learning		
Were on the right night of the week		
Would have been better as a weekend course		
The Handbook:		
Provided helpful material		
Complimented the audio/talk		
Contained enough information		
Provided helpful material		
Please rate the speaker overall on a scale of 1- 10		
Please rate the course overall on a scale of 1 to 10		
Likelihood to recommend this course to a friend (1-10)		

Is there anything else you would like to add about this course? Please give us some comments overleaf.

Finally, please will you complete the following section to help us with our analysis:

Space for additional comments

Thank you for completing this questionnaire
Please return to your WORKTALK leader or fax to 020 8764 8080 or post to WORKTALK 56 Baldry Gardens
London SW16 3DJ.