

Expected Deliverable/Results/Outcomes	Work Package and Outcome ref.nr	2.4.1	
	Title	Workshop assessment tools	
	Type	Report	
	Description (with risks and assumption)	Assessment tools was created to record the feedback of the workshops on all the participants. (Trainers and teachers and practicing optometrists). The consortium decided not to evaluate the knowledge and skills of the participating faculties as faculties will not accept it. There is risk of no participation if we try to evaluate the teachers for their competencies. Instead we can develop one questionnaire for the feedback of the faculties participating in the TTT. The feedback form has total of 14 questions, in which 3 are open ended questions. The feedback form covers relevance, usefulness of topic in daily work, and action plan for teaching. The feedback form is developed using Google forms so that it can be easily accessed by any participant in any country.	
	Completion date	March 2018 (M15)	
	Languages	English	
Target groups	<input checked="" type="checkbox"/> Teaching staff <input checked="" type="checkbox"/> Trainees <input checked="" type="checkbox"/> Other – practicing optometrist participating in workshop.		
Dissemination level	<input checked="" type="checkbox"/> Department / Faculty Institution	<input checked="" type="checkbox"/> Local	<input checked="" type="checkbox"/> National
Supporting documents	Minutes of meeting planning assessment of TTT.docx TTT feedback form.pdf		

MEETING MINUTES – Planning of TTT

Project: OCULUS - Optometry CURriculum for Lifelong Learning through ErasmUS			
WP /Activity N°:	2.4	WP Description:	Train the trainer workshop
Date:	12.12.17	Location:	Skype
Time:	13.30 (IST)	Recorder:	Vidyut
Attendees: Bente Monica, Ellen, Ariela, Lissette, Vidyut			

Aim of the meeting: To plan TTT and to develop assessment questionnaire for TTT.

Discussion and points to follow-up:

Theme	Notes
Planning of TTT	Ellen and Lissette will coordinate with India and Israel respectively to plan TTT and provide support for development of new topics/ pedagogy.
Pre-post assessment	Ariela told that Israel faculties will not like assessment of their competencies, specially as we are discussing pre-post assessment of competencies that are covered in TTT. If we plan to do so, we are at risk of faculties not attending the TTT. Same is true in case of Indian faculties also. Hence we will not assess knowledge and skills of participating faculties. We will just take feedback of TTT from participants.
Questionnaire development	It is decided that Vidyut and Catherine will develop the feedback type of questionnaire for TTTs, using google form.

Feedback form for TTT workshops: (English version)

Feedback form TTT

Kindly submit your response with respect to TTT program

* Required

1. **Venue of TTT program ***

Mark only one oval.

- Manipal Academy of Higher Education, Manipal, India
- Chitkara University, Punjab, India
- University of Hyderabad, Hyderabad, India
- Hadassah Academic College, Israel
- Bar Ilan University, Israel
- Sankara Eye Hospital, Bangalore, India

2. **Topic for TTT program**

Mark only one oval.

- Retina diagnostics
- Binocular vision and vision therapy
- visual perception
- refractive surgeries
- Glaucoma
- Pedagogy sessions like CBL, PBL
- EBP training
- Other

3. **Commencing Date of TTT session**

Example: December 15, 2012

4. **Objectives of TTT were known to you before starting the program ***

Mark only one oval.

- Yes
- No

5. Objectives were related to your job *

Mark only one oval.

- Yes
- No
- Not applicable

6. Were the tutorial[s] pitched at an appropriate [level] for you?

Mark only one oval.

- Yes
- No

7. Did the tutorials and workshops encourage interactivity and discussion?

Mark only one oval.

- Yes
- No
- Not applicable

8. Was everyone encouraged to contribute to discussion? *

Mark only one oval.

- Yes
- No
- Not applicable

9. Will the subject matter be useful to you in your teaching role? *

Mark only one oval.

- Yes
- No
- Not applicable

10. Score optometry sessions from 1 (least/ bad) to 5 (most/ excellent)

Mark only one oval per row.

	5	4	3	2	1
Easy to follow	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Adequate to cover the topic	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Delivery of content by trainer	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Trainer's presentation style	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Examples/ demonstrations given	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

11. Score pedagogy sessions from 1 (least/ bad) to 5 (most/ excellent)

Mark only one oval per row.

	5	4	3	2	1
Easy to follow	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Adequate to cover the topic	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Delivery of content by trainer	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Trainer's presentation style	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Examples/ demonstrations given	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

12. Mention Plus/ positive points about the program *

13. Mention Minus / negative points about the program *

14. action plan resulted from program
