Systems Training and Communications Branch **Course Evaluation Technical Training for Professional Development** Course Title and Number: FILE-AID FOR Date: Primary Instructor: DAVE SILVERBERG ANALYSTS -- #031450 APRIL 14, 2010 A. Course Objectives: Please check the box next to the number that represents the degree to which specific course objectives were met. (1 LOW → 5 HIGH) Degree to which specific course objectives were met (use the numbered objectives on the course profile) \rightarrow Highest Lowest \rightarrow Lowest Highest 4 🔀 7. 1 2 🔲 3 🗌 4 2 $3 \square$ 5 5 1. 1 4 X 5 2 3 8. 1 $2 \square$ 3 4 5 2. 1 2 5 9 $2 \square$ 3 5 1 3 $4 \mathbf{\times}$ 3. 5 5 2 3 4 10. 1 2 4 4. 1 2 5. 1 3 4 5 11. 1 2 $3 \square$ 4 5 5 2 5 2 3 4 12. 1 3 4 1 6. **Course Content and Design** Highest Lowest 2 3 1. Learning objectives were organized and clear. 4 🗙 4 X 2 Effectiveness of methodology (lecture, readings, demo 2 3 1 2 3 4 X 5 3. Sufficient exercises were used to reinforce and measure learning 1 C. Quality of Instruction Highest Lowest 3 1. Instructor's knowledge of subject 1 🔲 2 [$4 \square$ **5** 2 3 4 **5** 2. Responsiveness to questions or need for help. 1 2 4X3. Organization and presentation. 1 3 □ 5 4. Presented adequate exercises/examples. 1 2 3 4 🔀 D. Course Administration Highest Lowest 1. Course announcements, employee notifications were clear and prompt. $4 \times$ 1 2 3 5[2. Facilities were conductive to learning. 1 2 3 4 $5 \square$ 3. Appropriate computer resources were available. (check N/A if applicable) 2 3 4 $5 \times$ E. Applications Lowest Highest 1. Overall application of course to current duties. 2 $4 \square$ 2. What new insights have you acquired as a result of taking this course? (Use back of form; if necessary) Editing Mainfranc files. F. Length of Course Was the course length appropriate for the material covered? Too Short Adequate Too long G. Did you complete necessary prerequisites listed on profile? \(\text{Yes} \) N/A If yes, were they appropriate? List any additional prerequisite(s) you think are necessary. H. Other Comments (suggestions to improve the course, etc.) use back of form; if necessary Explain low scores (1 or 2) for sections A-D OEEAS OSES DCS **OESAE** OTSO OASSIS **X**ods ORSIS OTHER NAME (optional): GARY A. BROWN Job Title IT Specialist 12 Grade Series

Systems Train	ning and C	Commur	nicatio	ons Bra	anch		
	Course E	Evaluatio	on				
Technical Train		rofessio					
Course Title and Number: FILE-AID FOR	Date:			Primary			
ANALYSTS #031450	APRIL 1	14, 2010		DAVE S	ILVERB	BERG	
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Systems Training and Communications Branch Course Evaluation **Technical Training for Professional Development** Course Title and Number: FILE-AID FOR Date: **Primary Instructor:** ANALYSTS -- #031450 **APRIL 14, 2010** DAVE SILVERBERG A. Course Objectives: Please check the box next to the number that represents the degree to which specific course objectives were met. (1 LOW → 5 HIGH) Degree to which specific course objectives were met (use the numbered objectives on the course profile) \rightarrow \Rightarrow Lowest Highest Lowest Highest 3 7. 2 1 2 4 5 1 🔲 3 4 5 1. 2. 1 $2 \square$ $3 \square$ 4 5 8. $1 \square$ 2 $3 \square$ 4 5 5 9 1 $2 \square$ 3 4 2 3 4 5 3. 1 2 5 10. 2 5 4. 3 4 1 3 4 5. 1 2 3 4 5 11. 1 2 $3 \square$ 4 🔲 5 2 3 4 5 12. $2 \square$ 3 5 1 4 6. B. Course Content and Design Lowest Highest 1. Learning objectives were organized and clear. 2 3 1 4 5 1 2 Effectiveness of methodology (lecture, readings, demo 2 3 5 🖸 1 4 2 [3 3. Sufficient exercises were used to reinforce and measure learning 1 4 C. Quality of Instruction Highest Lowest 1. Instructor's knowledge of subject 1 2 3 4 5 🖸 2. Responsiveness to questions or need for help. 2 3 5 🗸 1 4 3. Organization and presentation. 2 3 4 5 1 4. Presented adequate exercises/examples. 3 4 1 D. Course Administration Lowest Highest 1. Course announcements, employee notifications were clear and prompt. 1 | 2 3 4 5 ~ 2. Facilities were conductive to learning. 1 2 3 🗌 4 [3. Appropriate computer resources were available. (check N/A if applicable) 2 3 4 E. Applications Lowest 1. Overall application of course to current duties. 1 4 🗌 2. What new insights have you acquired as a result of taking this course? (Use back of form; if necessary) F. Length of Course Was the course length appropriate for the material covered? Too Short Adequate Too long G. Did you complete necessary prerequisites listed on profile? Ves No If yes, were they appropriate? List any additional prerequisite(s) you think are necessary. H. Other Comments (suggestions to improve the course, etc.) use back of form; if necessary Explain low scores (1 or 2) for sections A-D OEEAS OSES \Box DCS **☑** OASSIS OESAE OTSO ORSIS OTHER ODS NAME (optional): Grade Job Title Series

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Technical Training for Course Title and Number: FILE-AID FOR Date:	Protessional	Primary Instructor:	
1 * 0.00	L 14, 2010	DAVE SILVERBERG	
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Systems Training and Communications Branch Course Evaluation Technical Training for Professional Development Course Title and Number: FILE-AID FOR Date: **Primary Instructor:** ANALYSTS -- #031450 **APRIL 14, 2010** DAVE SILVERBERG A. Course Objectives: Please check the box next to the number that represents the degree to which specific course objectives were met. (1 LOW → 5 HIGH) Degree to which specific course objectives were met (use the numbered objectives on the course profile) \rightarrow Lowest Highest Lowest \rightarrow Highest 3 🔲 2 4 7. 1 $2 \square$ 3 🗌 1. 1 **5X**() 4 🔲 5 $2 \square$ 3 8. 5 2. 1 4 2 $3 \square$ 4 9 1 $2 \square$ $3 \square$ 4 2 3. 1 3 4 5 2 10. 4. $1 \square$ 3 4 1 2 3 5 4 5. 1 2 3 4 🔲 11. $2 \square$ 3 4 5 12. $2 \square$ 3 4 2 5 6. 1 3 4 B. Course Content and Design Lowest 1. Learning objectives were organized and clear. 2 3 4 2 Effectiveness of methodology (lecture, readings, demo 1 2 3 [4 [3. Sufficient exercises were used to reinforce and measure learning 1 2 3 □ 4 C. Quality of Instruction Highest Lowest 1. Instructor's knowledge of subject 1 $2 \square$ 3 🔲 4 2. Responsiveness to questions or need for help. 2 3 4 3. Organization and presentation. 2 3 4 4. Presented adequate exercises/examples. 2 3 [1 4 D. Course Administration Lowest Highes 1. Course announcements, employee notifications were clear and prompt. 2 3 4 2. Facilities were conductive to learning. 2 3 4 3. Appropriate computer resources were available. (check N/A if applicable) 2 E. Applications Lowest Highest 1. Overall application of course to current duties. $1 \square$ 2. What new insights have you acquired as a result of taking this course? (Use back of form; if necessary) F. Length of Course Was the course length appropriate for the material covered? Too Short Adequate Too long G. Did you complete necessary prerequisites listed on profile? Yes No ATN/A If yes, were they appropriate? List any additional prerequisite(s) you think are necessary. H. Other Comments (suggestions to improve the course, etc.) use back of form; if necessary Explain low scores (1 or 2) for sections A-D DCS OEEAS OSES **OASSIS** OESAE OTSO ORSIS OTHER **⊠ods** NAME (optional): Job Title Series Grade

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Systems Training and Communications Branch Course Evaluation Technical Training for Professional Development Course Title and Number: FILE-AID FOR Date: **Primary Instructor:** DAVE SILVERBERG ANALYSTS -- #031450 APRIL 14, 2010 A. Course Objectives: Please check the box next to the number that represents the degree to which specific course objectives were met. (1 LOW → 5 HIGH) Degree to which specific course objectives were met (use the numbered objectives on the course profile) Lowest \rightarrow Highest Lowest \rightarrow Highest 5 V 1. 1 2 3 4 🔲 7. 1 $2 \square$ 3 4 5 5 V 1 2 $3 \square$ 4 🔲 8. 1 2 3 🗌 4 5 2. 1 $\overline{2}$ 3 4 5 V 9 1 2 3 4 5 3. **5** 10. 2 3 5 4. 1 2 3 4 1 4 3 5 V 2 3 2 4 11. 5□ 5. 1 2 $1 \square$ 3 4 🔲 12. $2 \square$ 3 4 6. B. Course Content and Design Lowest Highest 1. Learning objectives were organized and clear. 1 $2 \square$ 3 4 5 V 2 Effectiveness of methodology (lecture, readings, demo 2 1 3 4 5 V 3. Sufficient exercises were used to reinforce and measure learning $\overline{1}$ 2 3 [4 C. Quality of Instruction Lowest Highest 1. Instructor's knowledge of subject 1 2 3 4 **5**√ 2. Responsiveness to questions or need for help. 2 3 4 5 V 1 3. Organization and presentation. 1 2 3 4 4. Presented adequate exercises/examples. 1 2 3 [4 D. Course Administration Lowest Highest Course announcements, employee notifications were clear and prompt. 1 2 3 5 V 4 2 5 V 2. Facilities were conductive to learning. 1 3 □ 4 3. Appropriate computer resources were available. (check N/A if applicable) 1 2 3 4 E. Applications Lowest Highest 1. Overall application of course to current duties. 2. What new insights have you acquired as a result of taking this course? (Use back of form; if necessary) F. Length of Course Too Short Was the course length appropriate for the material covered?] Adequate Too long G. Did you complete necessary prerequisites listed on profile? V Yes \bigcap No If yes, were they appropriate? List any additional prerequisite(s) you think are necessary. H. Other Comments (suggestions to improve the course, etc.) use back of form; if necessary Explain low scores (1 or 2) for sections A-D The INSTRUCTOR Was excellent, However, it was a lot of material for a one day class DCS OEEAS OSES OESAE OTSO OASSIS ORSIS OTHER M ODS NAME (optional): Grade Job Title Series