INTRODUCTION

evaluation station

Welcome!

We have developed this Evaluation Station to give organisations running the course easily accessible data about how well the course is working and the difference it is making in women's lives. It is designed to be easy to use, even for those with few technical skills.

There are two packs available:

1. The Fancy Evaluation Pack

This is for all online courses and, where possible, we advise using this for all in-person courses. This pack provides you with Google Forms which automatically update to an online Google Sheet, ensuring all your data is fully accessible online and is seamlessly automated, with minimal effort for facilitators. Because this requires your course participants to complete an online form, either on their own device (phone/tablet/laptop/PC) or on a device provided to them during the session, it may not be the right option where it is unsafe for women to use their own device and don't have access to an alternative device.

2. The Basic Evaluation Pack

For courses where online forms are not suitable, we provide printable forms and use *Google Sheets* for you to add your data to. This is not an automated process and requires some additional work.

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Fancy Evaluation Pack

When requested, you will receive an individualised Evaluation Pack for your organisation. This will be permanently valid, although an organisation can request a maximum of two packs per calendar year.

Start of Course Evaluation Link

You can then send this link to each course participant during Session 1, where they should be given time to complete the form.

1

End of Course Evaluation Link

You can then send this link to each course participant during Session 12, where they should be given time to complete the form.

2

Google Sheets Link

This is a spreadsheet link (operating similarly to Microsoft Excel). The answers from all participants' start and end of course forms will automatically be added to this spreadsheet. The data is displayed with percentages and pie charts.

3

When requested, you will receive an individualised Evaluation Pack for your organisation. This will be permanently valid, although an organisation can request a maximum of two packs per calendar year.

Start of Course Printable PDF

These can be printed out and provided to each participant during Session 1, where they should be given time to complete the form.

1

End of Course Printable PDG

These can be printed out and provided to each participant during Session 12, where they should be given time to complete the form.
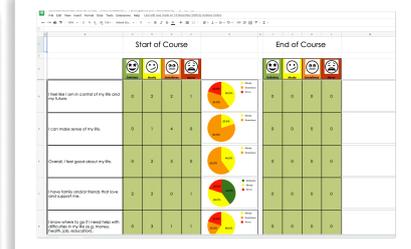
2

Google Sheets Link

This is a spreadsheet link (operating similarly to Microsoft Excel). You can input the participants' start and end of course data into the spreadsheet. The data is displayed with percentages and pie charts.

3

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