

Tutor		Provider	
Course Title			
Sector Subject Area		Venue	
Course end date		Course ref	

Please put a tick in the appropriate box and write any additional comments in the space provided under each section. (1 = Excellent, 2 = Good, 3 = Satisfactory, 4 = Poor).

## 1. Organisation

In your view:

- a) was the information you received prior to starting the course
- b) was the marketing of the course
- c) was the enrolment process
- d) how well did the course meet the needs of the learners
- e) was the advice given to learners on progression opportunities

1	2	3	4

Comments:

## 2. Venue and Resources

In your view:

- a) was the venue
- b) was the furniture
- c) were the teaching resources available e.g. flip charts, whiteboard etc
- d) was the other equipment available e.g. computers, tools etc
- e) were the course materials e.g. handouts, workbooks etc
- f) was the safety of the venue and equipment

1	2	3	4

Comments:

PTO

### 3. Pound Plus

Were any of the following provided for learners at no cost to Inspire Learning?

- |                            |                              |                             |                         |                      |
|----------------------------|------------------------------|-----------------------------|-------------------------|----------------------|
| a) Help from volunteers    | Yes <input type="checkbox"/> | No <input type="checkbox"/> | Approximate total hours | <input type="text"/> |
| b) Support from carers     | Yes <input type="checkbox"/> | No <input type="checkbox"/> | Approximate total hours | <input type="text"/> |
| c) Refreshments            | Yes <input type="checkbox"/> | No <input type="checkbox"/> |                         |                      |
| d) Others (please specify) | Yes <input type="checkbox"/> | No <input type="checkbox"/> | <input type="text"/>    |                      |

### 4. Learners

a) Please calculate the achievement rate for the learners on this course.



$$\text{Achievement rate (\%)} = \frac{\text{Number of learners who achieve 75\% or more of their learning outcomes}^*}{\text{Number of learners who enrolled and started on the course}} \times 100$$

\* those that are recorded as '1' on the register

Achievement rate for the course =  %

Please assess the following:

- b) the progress learners made relative to their prior attainment
- c) learners' enjoyment of the course
- d) the use of the Individual Learning Plans to meet individuals' needs
- e) learners' attendance
- f) learners' punctuality

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1	2	3	4

Comments: (including any reason for poor attendance)

### 5. Overall Evaluation

Please comment on how the course went from your point of view including what went well and what you would alter in the future. Also include any anecdotal evidence of the impact the course has had on the lives of learners. For example, if a learner is now involved in voluntary work in the community.

Signature  Date

Action Taken: (Provider use only)

Thank you for tutoring the course and completing this evaluation.  
This information is helpful to us and will inform our self assessment process.  
Please return to Inspire Learning with other course paperwork.