



University of Southern Mindanao
EXTENSION SERVICES OFFICE
Kabacan, North Cotabato



MONITORING/ ACCOMPLISHMENT REPORT

for the ____ Quarter, C.Y. _____

Project Title:

Proponent/s:

College/Unit:

Budget Utilization to date: (%)

ACTIVITIES	Accomplishment		% Completion (Cumulative)	Problem/s Encountered	Action/s Taken	Remarks/ Recommendations
	Target	Actual				

Prepared by:

Noted by:

Project Leader

College/Unit Head

Director for Extension Services

Date

Date

Date



UNIVERSITY OF SOUTHERN MINDANAO
Kabacan, Cotabato
Philippines



EXTENSION SERVICES OFFICE

RESOURCE PERSON EVALUATION SHEET

Topic/s Discussed (to be filled out by the training facilitator/s)	
Resource Person (to be filled out by the training facilitator/s)	

Based on the scale below, please rate the Resource Person Based on the following statements.

1	Poor	4	Very Satisfactory
2	Fair	5	Excellent
3	Satisfactory		

	1	2	3	4	5
Particulars					
The resource person displayed a thorough knowledge of the topic and was able to provide insights					
The resource person explained and processed the activities thoroughly					
The resource person sustained the attention of participants and encouraged their participation					
The resource person was able to create a good learning climate					
The resource person was able to manage their time well					
The resource person was sensitive to the participants' needs					
Comments					



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POST TRAINING EVALUATION

Training Title: _____

Sponsoring Agency: _____

Resource Person: _____

Inclusive Date/s: _____

Venue: _____

Instructions

A. Please evaluate the training/activity by ticking the appropriate column.

		Very Satisfactory	Satisfactory	Fair	Poor
1	The objectives of the training were clearly defined.				
2	Participation and interaction of the participants was encouraged.				
3	The topics covered were relevant to the participants.				
4	The content of the training was organized and easy to follow.				
5	The materials distributed were helpful.				
6	The training experience is useful to the participants' work.				
7	The trainer was knowledgeable about the training topics.				
8	The trainer was well prepared.				
9	The training objectives were met.				
10	The time allotted for the training was sufficient.				
11	The venue and facilities were conducive for the activity.				
12	Food was sufficient and filling.				
13	The sponsors were approachable and readily available when needed.				
14	Sessions were conducted on time.				
15	Adequate time was allotted for the presentation and discussion of the topics.				

B. Please write your answer on the space provided.

1. What did you like most about this training?

2. What specific practice/s in your present work would you hope to change as a result of the training?

3. What aspects of the training could be improved?

4. What other trainings would you like to undergo in the future?

5. What other comments would you like to add?
