



Resource Person Evaluation Sheet



University of Southern Mindanao
EXTENSION SERVICES CENTER
 Poblacion, Kabacan, Cotabato
 Telefax: (064) 572-2517



RESOURCE PERSON EVALUATION SHEET

Resource Person: Clarence Dave Malas

Topics discussed: _____

Title of Training: _____

Date of delivery: Sept 14, 2019

Rating Guide: 1- Poor 3- Satisfactory 5- Excellent
 2- Fair 4- Very Satisfactory

Particulars		1	2	3	4	5
1	Clarity of the topic objectives at the beginning					/
2	Organization/ sequencing of the topics					/
3	Clarity of topics/ ideas presented/ discussed					/
4	Effectiveness of Methodologies used in teaching					/
5	Quality and effectiveness of instructional aids/ materials used					
6	Ability to teach/ communicate ideas					/
7	Ability to answer questions					/
8	Ability to arouse/ sustain interest					/
9	Ability to manage time					/
10	How the topic was ended					/

What did you like about the resource person?
Approachable

What did you not like about the resource person?

Other remarks:

USM-EXT-F05



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Kabacan, Cotabato
Philippines

RESOURCE PERSON EVALUATION

Project Title: RVG 4 ICT: Rural Villages on the Go for Information Communication Technology

Three (3) faculty from the Department of Computing and Library Information Science of the College of Engineering and Information Technology, University of Southern Mindanao namely Danilyn A. Flores, Clarence Dave G. Galas, and Elizabeth R. Genotiva, who is also the College Extension Coordinator, went to Barangay Malamote, Kabacan, Cotabato on September 14, 2019 to continue the Computer Learning for Barangay Officials (CLEBO) which is one of the components of the RVG 4 ICT: Rural Villages on the Go for Information Communication Technology.

Mr. Clarence Dave Galas delivered topic entitled " Working with Spreadsheets using MS Excel" at around 9:00 in the morning in the computer room of the school. There were around twenty (20) participants composed of barangay officials, day care workers, barangay nutrition scholars, and students. Mr. Galas demonstrated how to create a graph using Microsoft Excel and told the participants to follow each step. Ms. Genotiva and Ms. Flores facilitated the participants and their inquiries. At the end of the topic, the participants were able to create their graphs and save their document. The speaker emphasized that graphs are a good way to present data and the participants appreciated its importance. Snacks followed after the first activity for the day courtesy of the Barangay Captain Mr. Roy L. Valdez. While having snacks, the participants filled up the Resource Person Evaluation form and submitted the forms to the coordinator.

Figure 1 shows the client feedback on Resource Person delivering the topic Working with Spreadsheet using MS Excel.

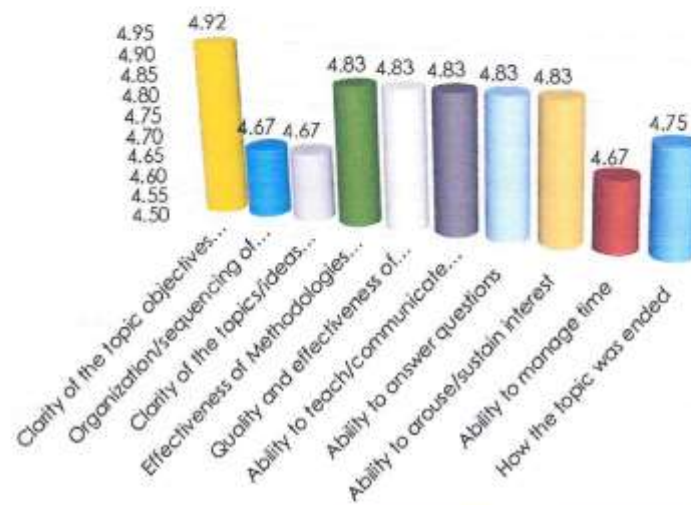
Figure 1 further shows an overall rating for the resource person. It shows that the Clarity of the topic objectives at the beginning achieved the highest rating of 4.92 which means Excellent, and an overall rating of 4.72 which also means Excellent.



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RESOURCE PERSON EVALUATION

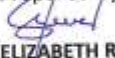
OVERALL RATING



Problems Met:

Limited involvement of students to the training due to the CHED requirements of the off-campus activities led to a hard time for the limited number of faculty who assisted the participants. Due to limited funds, the mobility of the team was also a challenge.

Prepared by:


ELIZABETH R. GENOTIVA
Project Leader &
CEIT Extension Coor.

Overall Training Evaluation



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OVERALL TRAINING/ ACTIVITY EVALUATION SHEET

Name of Participant (optional) _____ Office _____
 Title of Training _____ **COMPUTER LITERACY TRAINING - WORKSHOP** _____

Date DECEMBER 10, 2020 Venue CE 10, CEIT BUILDING, USM

Instruction: Please make an honest assessment of the course/ activity based on the following questions

1. What I appreciated most in this activity?
2. What I did not appreciate in this activity?
3. Most useful topic (s)/ activity (ies) to me
4. Least useful topic/ activity to me
5. Suggestions for improvement
6. Suggested Training course in the future

7. My assessment on the following items:

Particulars	Just Right	Needs Improvement	Reason if Answer is "needs improvement"
Time allocation per topic/ activity			
Duration of the training			

8. How relevant is the training/ activity? (Please put a check mark)

Very Relevant relevant
 Somewhat relevant
 Not at all relevant

9. My overall rating for this training/ activity

Particulars	Poor	Fair	Satisfactory	Very satisfactory	Excellent
a. meeting my expectations					
b. Attainment of the objectives					
c. The course content/ topics					
d. The activities included					
e. Methodologies used					
f. Instructional materials/ Presentation Aids					
g. Choice of Resource Persons					
h. Training Management team & secretariat					
i. Training facilities and services					

USM-EXT-F08



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OVERALL TRAINING EVALUATION

Project Title: RVG 4 ICT: Rural Villages on the Go for Information Communication Technology

The College of Engineering and Information Technology conducted six (6) training – workshops at Barangay Malamote, Kabacan, Cotabato last July 31, September 7, 14, 21, and 28, and October 4, 2019. The training – workshops were participated by the Barangay Council, Health Workers, Day Care Workers, and other Barangay workers such as Clerk, Secretary, and Treasurer.

Figure 1 shows the client feedback on the training – workshops conducted namely: Working with MS Word and MS Excel, Making a PowerPoint Presentation, Training-workshop and implementation of Local Area Network, Connectivity for Remote Areas (ICRA), Web Presence, Participatory Mapping, and Geovisualization (PMG).

The clients who participated in the training-workshop activities appreciated most of the topic Making a PowerPoint Presentation and the accommodating Resource Person in their inquiries.

According to them, the most useful topic was Working with MS Excel. They also suggested that there should be more time for training.

As to assessment on time allocation per topic/activity and duration of the training, clients responded it as just right and the training – workshops were very relevant to them.

Figure 1 further shows an overall rating for the training – workshops. It shows that the Training Management and Secretariat achieved the highest rating of 4.875 which means Excellent, and an overall rating of 4.8125 which also means an Excellent.



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OVERALL TRAINING EVALUATION



Fig. 1. Clients' overall rating on the training-workshops.

Conclusions:

Based on the result (4.8125 – Excellent) of the overall training evaluation, the objective of the project which was to enhance the Barangay Officials' and Stakeholders' skills in using computers and web technology was met.

Recommendations:

According to the client's profile, most of the participants were middle-aged, and it has always been a challenge for them to work with computers. It is therefore recommended for the next training to have more time for every topic and for the participants to practice what they have learned from the training.



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OVERALL TRAINING EVALUATION

Problems Met:

Limited involvement of students to the training due to the CHED requirements of the off-campus activities led to a hard time for the limited number of faculty who assisted the participants. Due to limited funds, the mobility of the team was also a challenge.

Prepared by:

A handwritten signature in blue ink, appearing to read 'Genotiva'.

ELIZABETH R. GENOTIVA
Project Leader &
CEIT Extension Coor.