

IAP2 Event.....

How useful was this event/training for you?

Date .....

Step 1: Evaluate by marking a number on the evaluation line from 1-10 (not so good – to great)

Where:

2: What was great about it, really excited you, energised you, and got you thinking.

4: What else do you think could be done to improve / change the event/training to make it better & why?

1      2      3      4      5      6      7      8      9      10

3: What are the things that were not so good, missing, gaps, barriers, any other issues?



*THEN: think about what might improve the event / training and move onto →*

Would you like to have more of a say in future events/training? Yes/No  
If yes what would you like to do?

5: How important are these to YOU? Rank from 1-5 the changes (1 being most important)

IAP2 Event.....

Date .....

Where:

**Moving on<sup>1</sup>:**

A method for focusing people on evaluating, reflecting, recording and sharing their ideas and opinions. Can be used as above with the scale 1-10 or remove scale if you don't want it. Can also be used in groups (using post-it notes or individual sheets).

**Step 1:**

“How useful was this event/training for you?”

Circle the number that represents how you feel from 1 – (not so good) to 10 (great)

**Step 2:**

Record the positive – great things

**Step 3:**

What's not been so good, missing, barriers, gaps .....

Record the not so good things

**THEN:**

Reflecting on the above and thinking about changes / improvements move onto step 4

**Step 4:**

What else do you think could be done to improve / change the event/training to make it better & why?

*Could ask people to prioritise from 1 - ?which solution / change / improvement they think is most important*

*This method can be used very effectively be done in a group or individually i.e. flip chart or individual.*

*Ranking: The numbers can be left out if people feel it is too difficult to quantify the experience.*

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<sup>1</sup> “**Moving on**” method developed by Vikki Hilton this version adapted 2008 for IAP2 Evaluation