Evaluation Form

Learner feedback on courses and events

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Document owner	Academic Quality Lead	**Approved by**	Dean, Berkshire University
Status	Approved for use	**Applies to**	All learners, staff, agents and contractors

Your feedback helps us improve our courses. It takes about 5 minutes. Questions marked optional can be left blank. Results are analysed by the Academic Quality Lead in the Course Content Review. Your answers are processed under our Data Protection Policy.

1. About the course

Programme or course	
Date or period	
Format	☐ Online ☐ In person ☐ Mixed
Your name (optional)	

2. Ratings (1 = poor, 5 = excellent, N/A = not applicable)

Statement	Your rating
The learning outcomes were clear	1 2 3 4 5 N/A
The content was accurate, up to date and well organised	1 2 3 4 5 N/A
The course was relevant to my work	1 2 3 4 5 N/A
The assessment was fair and matched what was taught	1 2 3 4 5 N/A
Tutor and learner support were helpful and timely	1 2 3 4 5 N/A
The online platform was easy to use	1 2 3 4 5 N/A
The course materials were accessible to me	1 2 3 4 5 N/A
Overall organisation of the course	1 2 3 4 5 N/A
Overall, how do you rate the course?	1 2 3 4 5 N/A

3. What you gained

Question	Before the course	After the course
Rate your knowledge or skill in the main subject (1–5)	1 2 3 4 5	1 2 3 4 5

Did the course achieve its stated objectives?	☐ Yes ☐ Partly ☐ No If not, why?
Will you apply what you learned?	☐ Definitely ☐ Mostly ☐ Somewhat ☐ Not at all

4. Adjustments and accessibility

Did you need any adjustments?	☐ Yes ☐ No ☐ Prefer not to say
If yes, were they provided in time and did they help?	

5. Comments

What was most useful?	
What would improve the course?	
Any other comments?	

6. Recommendation and consent

How likely are you to recommend the course? (0–10)	
May we publish your anonymised comments?	☐ Yes ☐ No
May we contact you about your feedback?	☐ Yes ☐ No

7. Follow-up (optional, about three months later)

Have you applied what you learned?	
What difference has it made to your work or career?	

Thank you for your feedback.