## Appendix J

**APEC Project Evaluation Survey: Seminar, Symposium, Workshop**

APEC Project Name/Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Instructions:** Please indicate your level of agreement with the statements listed in the table below.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Strongly Agree | Agree | Disagree | COMMENTS (Continue on back if necessary) |
| The objectives of the training were clearly defined |  |  |  |  |
| The project achieved its intended objectives |  |  |  |  |
| The agenda items and topics covered were relevant |  |  |  |  |
| The content was well organized and easy to follow |  |  |  |  |
| Gender issues were sufficiently addressed during implementation |  |  |  |  |
| The trainers/experts or facilitatorswere well prepared and knowledgeable about the topic |  |  |  |  |
| The materials distributed were useful |  |  |  |  |
| The time allotted for the training was sufficient. |  |  |  |  |

1. How relevant was this project to you and your economy?

 5 4 3 2 1

 very mostly somewhat a little not much

*Explain:*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. In your view what were the project’s results/achievements?

*Explain:*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. What new skills and knowledge did you gain from this event?

*Explain:*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

4. Rate your level of knowledge of and skills in the topic prior to participating in the event:

5 4 3 2 1

 very high high medium low very low

5. Rate your level of knowledge of and skills in the topic after participating in the event:

5 4 3 2 1

 very high high medium low very low

*Explain:*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. How will you apply the project’s content and knowledge gained at your workplace? Please provide examples (e.g. develop new policy initiatives, organise trainings, develop work plans/strategies, draft regulations, develop new procedures/tools etc.).

*Explain:*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. What needs to be done next by APEC? Are there plans to link the project’s outcomes to subsequent collective actions by fora or individual actions by economies?

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1. How could this project have been improved? Please provide comments on how to improve the project, if relevant.

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**Participant information (identifying information is optional):**

Name:

Organisation/Economy:

Email:

Gender: M / F

***Thank you. Your evaluation is important in helping us assess this project, improve project quality and plan next steps.***