

Facilitator's Evaluation Form

5 = Fully agree 1 = Do not agree at all

The facilitator helped us to:

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|---|---|---|---|---|---|
| 1. All participate in the discussion. | 5 | 4 | 3 | 2 | 1 |
| 2. Promote mutual learning and understanding. | 5 | 4 | 3 | 2 | 1 |
| 3. Foster inclusive solutions. | 5 | 4 | 3 | 2 | 1 |
| 4. Use our time effectively. | 5 | 4 | 3 | 2 | 1 |
| 5. Make good use of the information available to us. | 5 | 4 | 3 | 2 | 1 |
| 6. Establish common objectives for the meeting. | 5 | 4 | 3 | 2 | 1 |
| 7. Adhere to our meeting norms. | 5 | 4 | 3 | 2 | 1 |
| 8. Remain clear about our tasks. | 5 | 4 | 3 | 2 | 1 |
| 9. Clarify steps we would follow in performing our tasks. | 5 | 4 | 3 | 2 | 1 |
| 10. Stay conscious of the processes that we were trying to use. | 5 | 4 | 3 | 2 | 1 |
| 11. Get back on track when we were confused. | 5 | 4 | 3 | 2 | 1 |
| 12. Keep our inputs relevant. | 5 | 4 | 3 | 2 | 1 |
| 13. Keep our inputs clear. | 5 | 4 | 3 | 2 | 1 |
| 14. Communicate respectfully with one another. | 5 | 4 | 3 | 2 | 1 |
| 15. Develop sufficient information about all topics discussed. | 5 | 4 | 3 | 2 | 1 |
| 16. Explore alternatives fully before making decisions. | 5 | 4 | 3 | 2 | 1 |
| 17. Encourage differences in opinion. | 5 | 4 | 3 | 2 | 1 |
| 18. Manage conflict. | 5 | 4 | 3 | 2 | 1 |

She, he, or they:

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|---|---|---|---|---|---|
| 19. Listened actively. | | | | | |
| 20. Summarized and synthesized key points. | 5 | 4 | 3 | 2 | 1 |
| 21. Asked open-ended questions. | 5 | 4 | 3 | 2 | 1 |
| 22. Reserved judgment and kept an open mind. | 5 | 4 | 3 | 2 | 1 |
| 23. Summarized and synthesized key points. | 5 | 4 | 3 | 2 | 1 |
| 24. Encouraged people to take responsibility for their own actions. | 5 | 4 | 3 | 2 | 1 |

Other Constructive Comments:

Adapted from <http://www.socialimpact.com/TNFacSkl.html>