SEM-SEM

Smart Control Systems for Energy Management

Erasmus + #: 561703-EPP-1-2015-1-UK-EPPKA2-CBHE-JP

Evaluation Report

for the training held on the 12th and 13th of November 2017 at the Ain Shams University, in Cairo, Egypt

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a. Introduction – Purpose of this Document

As foreseen in the project proposal and, consequently, in the SEM-SEM QA Plan, the QA of the SEM-SEM project will be continuous; thus, will be implemented throughout the project lifetime. Evaluation is necessary to improve the quality of the project and its products. According to the proposal and the Work Package 12 (Quality Plan), EUROTraining is responsible for monitoring the progress of the activities and gathering the results and going on to compose the relevant reports. For this reason, after each and every session (training/workshop/project meeting), a questionnaire should be filled in by all participants.

In the aforementioned framework, this evaluation report aims at outlining the outcomes of the training that was held in the Ain Shams University on the 12th and 13th of November 2017. EUROTraining used Google Forms in order to create the questionnaire and easier distribute it to participants. Google Forms is part of Google's online apps suite of tools, it's user – friendly and provided for free. In total, fourteen responses were received.

b. Results' Analysis

This part of the document contains a summary and statistical analysis of the answers given by the training's participants. Graphs are included so that the analysis is easier understandable.

Question 1: "Name and Surname"

The first question of the evaluation questionnaire was about the name and surname of the respondents. All participants filled in their names, that will remain confidential.

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Question 2: "Profession/Institute"

The second question was, also, about some personal information of the respondents, namely their profession and/or institute. All participants responded to this question, stating the organization they represented during the training.

Question 3: "The objectives of the training were clearly defined"

14 responses
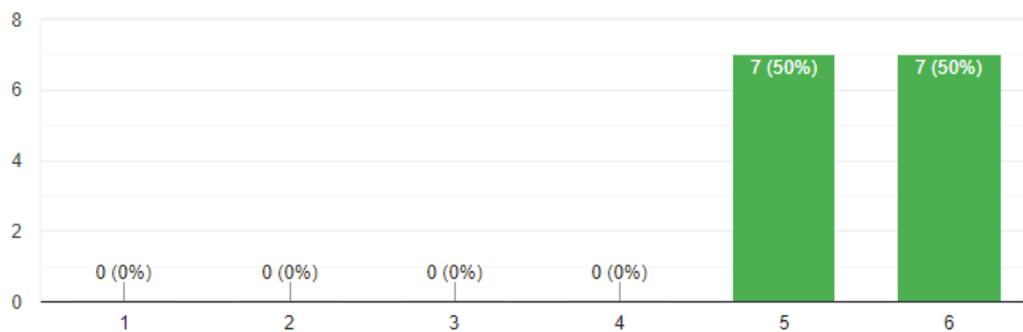
In this first multiple-choice question, participants were asked to evaluate the clarity of the objectives of the training. Responses were equally distributed among the options "Totally agree" and "Agree", indicating that half of participants might have wanted further clarifications on the foreseen objectives.

## Question 4: "Selection and topics were appropriate to my role and responsibilities"

14 responses
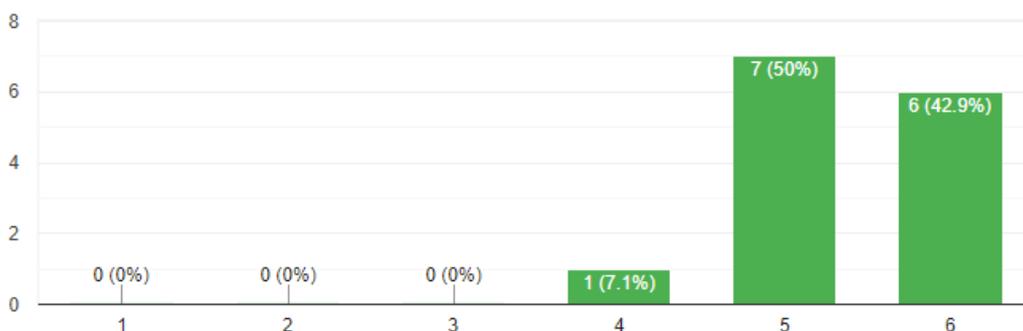
As far as the topics discussed during the training is concerned, six participants (42.9%) "Totally agreed", seven (50%) "Agreed" and one (7.1%) "Rather

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agreed" that they were appropriate to their roles and responsibilities. Even though topics were not completely new to participants, respondents' opinions expressed that the selection of topics could better reflect their roles.

## Question 5: "The training improved my understanding of the subject"

14 responses
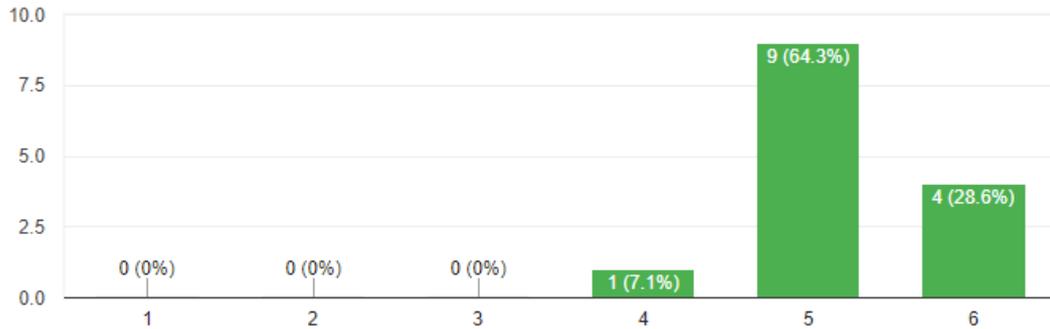
Out of fourteen participants, four (28.6%) "Totally agreed" that the training improved their understanding on the subject, nine (64.3%) "Agreed" and one (7.1%) "Rather agreed". Although results are not particularly discouraging, it seems that not all participants were completely satisfied by the level of improvement of their understanding of the topic after the training.

Question 6: "I will be able to apply the knowledge acquired"

14 responses
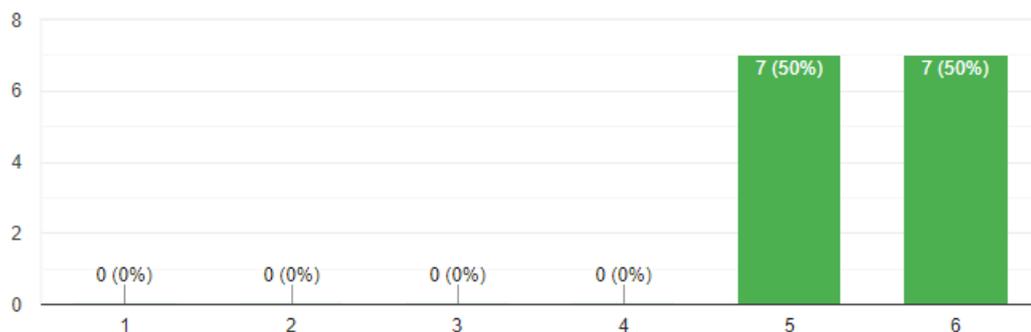

Regarding the potential to apply the knowledge acquired during the training, seven participants (50%) "Totally agreed" and another seven (50%) "Agreed" that they could put this knowledge into practice. It seems that all participants

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will be able, at some level, to practically apply what the learnt during the training, an ability that is highly correlated with their field of expertise.

## Question 7: "Visual and supporting material were useful and easy to follow"

14 responses
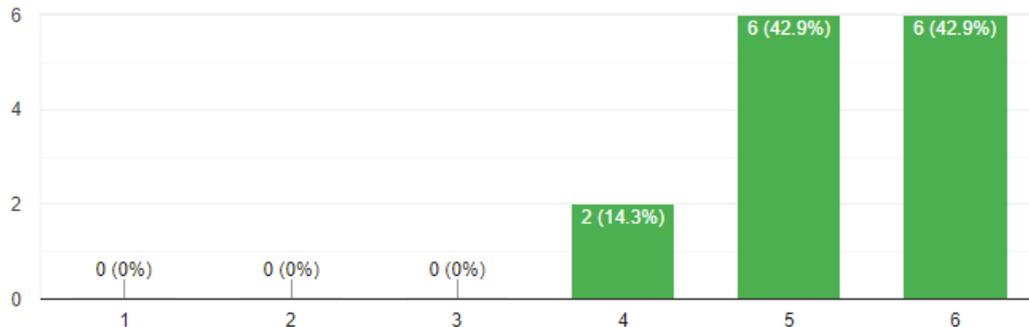
In that question, participants were asked to review the visual and supporting material that was used during the training. Six out of fourteen participants (42.9%) "Totally agreed, another six (42.9%) "Agreed" and two (14.3%) "Rather agreed" that the visual and supporting material were useful and easy to follow. Results indicate that organizers of future trainings can improve this particular aspect of the process.

Question 8: "Participation and interaction were encouraged"
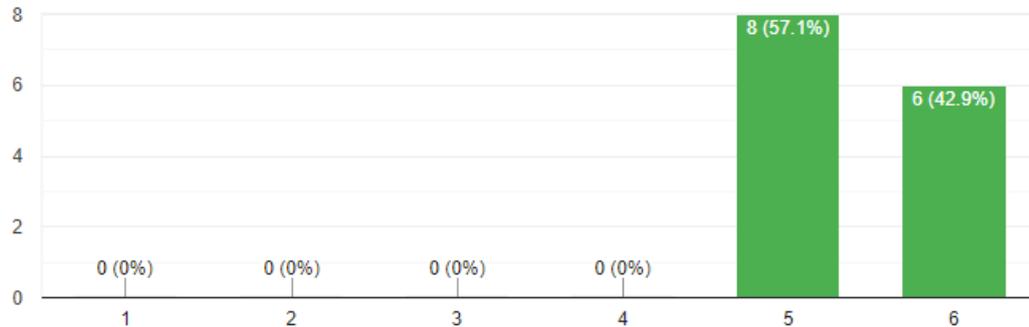
14 responses
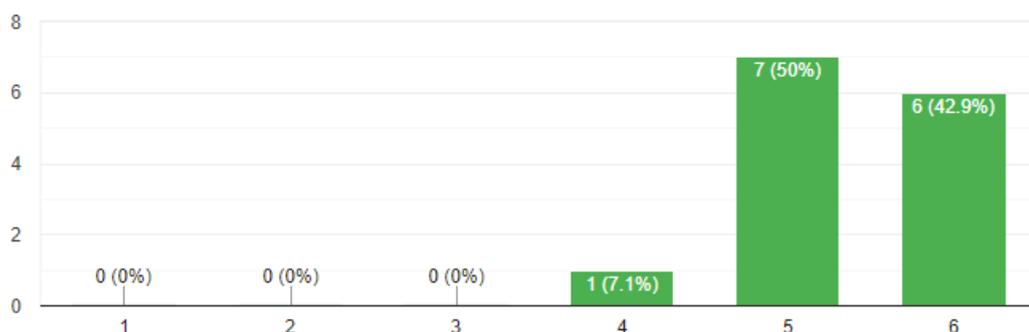
As far as the participation and interaction is concerned, six out of fourteen participants (42.9%) "Totally agreed", seven (50%) "Agreed" and one (7.1%) "Rather agreed" that these were encouraged during the training.

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## Question 9: "There was a correct balance between theoretical exercises and discussion"

14 responses

The responses on the balance between theoretical exercises and discussion were positive, even though they could have been better. More precisely, six participants (42.9%) "Totally agreed" that the balance was correct, whereas eight respondents (57.1%) "Agreed. It can be said that more focus should be placed on ensuring the appropriate balance of theoretical training and discussion.

## Question 10: "The trainer was well prepared"

14 responses
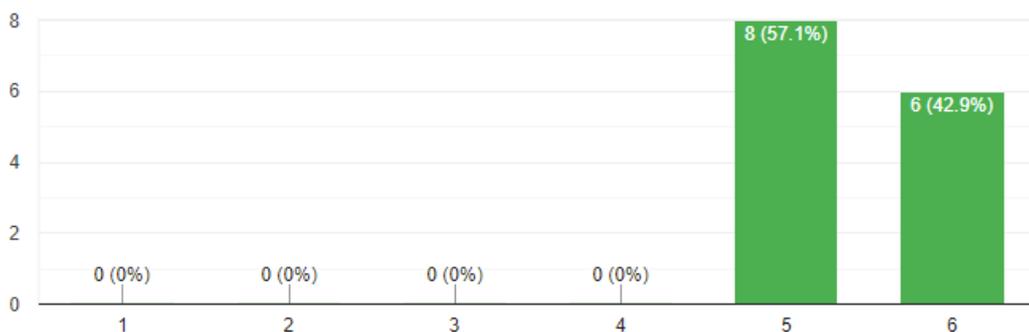
Regarding the trainer who implemented the training process, the majority of respondents (57.1%) "Agreed" that he/she was well-prepared, while six participants (42.9%) "Totally agreed" with that. It seems that opinions were, in general, favorable towards the trainers, even though there's still potential for improvement.

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## Question 11: "The training objectives were met"

14 responses
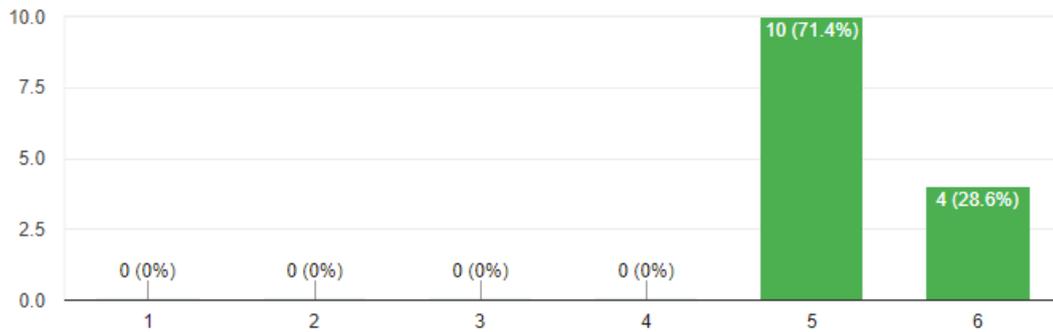
As for the level of achievement of the training's objectives, the vast majority of participants (71.4%) "Agreed" that objectives were met, while four participants (28.6%) "Totally agreed" with that. As results indicate, most participants do not seem to be fully satisfied by the achievement of the initial goals, even though their reviews are not discouraging.

## Question 12: "How do you rate the duration, date and timing of the training?"

14 responses
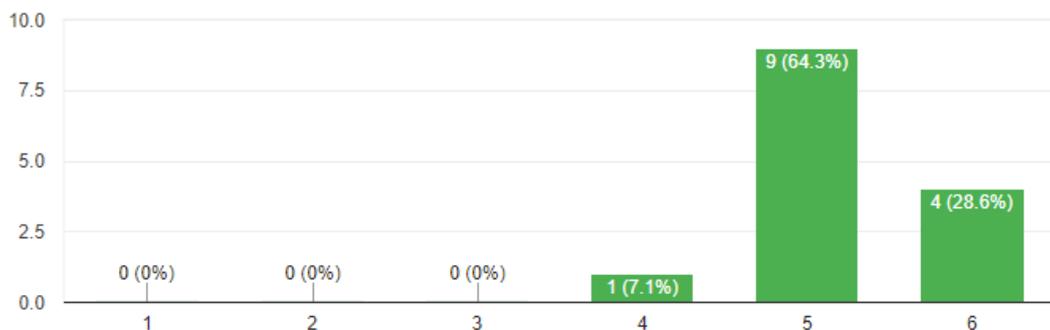
The duration, date and timing of the training were evaluated as "Excellent" by four participants (28.6%), "Very good" by nine (64.3%) and "Good" by one (7.1%). As these aspects can directly affect the implementation of a successful training, participants' feedback should be seriously taken into account while organizing future trainings.

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Question 13: "Overall evaluation of the training"

14 responses
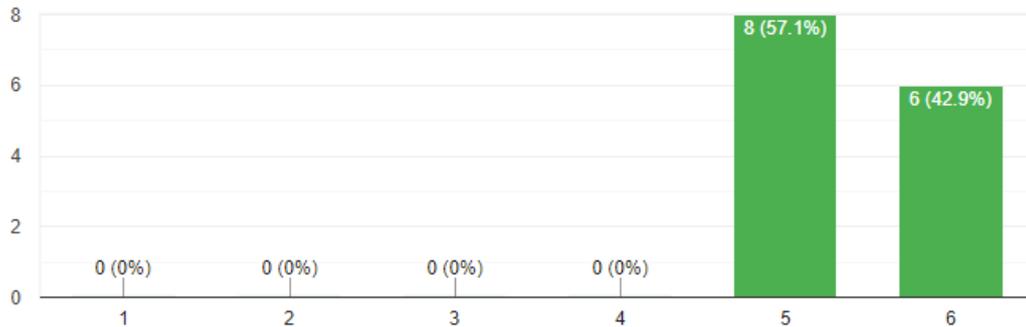
In the final linear-scale question, participants had the opportunity to evaluate the training in overall: eight of them (57.1%) rated it as "Very good" and six (42.9%) as "Excellent".

Question 14: "Which topics would you suggest for future training sessions?" (optional)

This question was an open – ended question where participants were asked to recommend topics to be included to the next trainings. Unfortunately, no responses were received.

Question 15: Which aspects do you think could be improved for the next training sessions? Any additional comments? (optional)

The last question of the evaluation was, also, an optional open – ended question, where participants had the opportunity to suggest any possible improvements for the next trainings or make any additional comment. No responses were received for this question either.

c. Final Remarks

The evaluation of the training was conducted through an on – line questionnaire that consisted of fifteen questions: two optional regarding some personal information of the respondents, eleven evaluating questions of linear scale (1: I totally disagree // 2: I disagree // 3: I rather disagree // 4: I rather agree // 5: I agree // 6: I totally agree or 1: Very poor // 2: Poor // 3: Balanced // 4: Good //

5: Very good // 6: Excellent, depending on the type of the question), and two optional, open – ended question for recommendations and additional comments.

In overall, it can be said that the training provided a lot of feedback for improvement. Some of the most important aspects to be taken into consideration for next trainings are the usefulness of the visual and supporting material used, the balance between theory and discussion, the achievement of objectives, and the duration, date and timing of the training.