

Introduction

Directions: Now that you have had a chance to review some effective classroom training practices, please take a few moments to reflect on your skill strengths and areas that might need improvement. For each of the statements below, please rate your skill level using the following five-point scale: **1 = Poor; 2 = Good; 3 = Fair; 4 = Marginal; 5 = Excellent**

Questions

No. Question	Score
1. Being clear and to the point.	<input type="text"/>
2. Seeming comfortable working with groups.	<input type="text"/>
3. Maintaining a challenging but comfortable pace for learning	<input type="text"/>
4. Helping participants build upon each other's ideas.	<input type="text"/>
5. Keeping class discussions lively with good questions.	<input type="text"/>
6. Using flipcharts effectively to capture participants' comments.	<input type="text"/>
7. Demonstrating the ability to listen.	<input type="text"/>
8. Maintaining eye contact with individuals in a group.	<input type="text"/>
9. Maintaining focus and control by effective body positioning.	<input type="text"/>
10. Managing discussions to bring out key points.	<input type="text"/>
11. Demonstrating effective use of energy to motivate participants.	<input type="text"/>
12. Using appropriate language (nonsexist, non-racist).	<input type="text"/>
13. Speaking in easily understandable language.	<input type="text"/>
14. Giving well-organized presentations.	<input type="text"/>
15. Using body language (gestures /osture) & voice modulation to enhance delivery.	<input type="text"/>
16. Being supportive and helpful to participants.	<input type="text"/>
17. Demonstrating knowledge about the process and content of the course.	<input type="text"/>
18. Dealing effectively with difficult situations.	<input type="text"/>
19. Helping participants see the relationships among various course activities.	<input type="text"/>
20. Giving positive feedback on the group's progress.	<input type="text"/>
21. Respecting the experience and perceptions of participants.	<input type="text"/>
22. Stimulating the group to think in depth	<input type="text"/>
23. Giving clear instructions.	<input type="text"/>
24. Explaining the purpose of exercises, as well as the mechanics.	<input type="text"/>
25. Using summaries & previews to provide a context for specific course activities.	<input type="text"/>
Total	<input type="text"/>

