

For Office use only:

Received by: _____

Date: _____

Attendance Confirmed: Yes / No

Seminar / Conference / Training Feedback Form

Event Name: _____

Event Venue: _____ **Date:** _____

Name of participant: _____

Group / Association Name: _____

- 1. How useful did you think this event was for you?**
(please circle the appropriate number where 1 = not at all useful and 5 = extremely useful)

| | | | | |
|---|---|---|---|---|
| 1 | 2 | 3 | 4 | 5 |
|---|---|---|---|---|

- 2. Do you think this venue was appropriate?**

| | |
|-----|----|
| Yes | No |
|-----|----|

- 3. Did you receive all the information you required at this Venue?**

| | |
|-----|----|
| Yes | No |
|-----|----|

PLEASE COMMENT OVERLEAF

- 4. If you attended (if appropriate) any of the question and answer sessions do you agree that the, Tutor / Leader / Instructor provided the information asked for in these sessions.**
(please circle the appropriate number 1 = disagree and 5 = completely agree)

| | | | | |
|---|---|---|---|---|
| 1 | 2 | 3 | 4 | 5 |
|---|---|---|---|---|

- 5. How would you rate any workshops attended :**
(please circle the appropriate number where 1 = not at all useful and 5 = extremely useful)

| | | | | |
|---|---|---|---|---|
| 1 | 2 | 3 | 4 | 5 |
|---|---|---|---|---|

PLEASE SUPPLY BRIEF INFO ON THIS AND COMMENT OVERLEAF

- 6. Would you like to attend any further Conference / Training / Courses?**

| | |
|-----|----|
| Yes | No |
|-----|----|

Additional Information

Would you like to receive further information on any of the following:

***delete as appropriate**

| | |
|--|------------------|
| Attending future events | Yes / No* |
| Training | Yes / No* |
| Tenant Groups / Associations | Yes / No* |
| Tenant Service Reviews | Yes / No* |
| Getting involved in a Tenants Sub Group | Yes / No* |
| Getting involved in Focus Groups on Specific Issues | Yes / No* |
| Getting involved in a Tenants Consultation Panel | Yes / No* |

Any other comments you may wish to make regarding this event and /or issues you would like information on please detail below or on a separate sheet:

(Any information requested will be posted out to you)

Please send the completed form to your Tenant Participation Officer:

Jan Oakes, Naomi MacIver or
Angela Mitchell
Housing & Environment
Aberdeen City Council
Mastrick Access Point
Spey Road
Mastrick
Aberdeen
AB16 6SH

Tel: 788512 or 788527

Clare Campbell
Housing & Environment
Aberdeen City Council
Tillydrone Housing Office
Formartine Road
Tillydrone
Aberdeen
AB24 4QX

Tel: 489523 or 489528

Carol Hannaford or Sandy Kyle
Housing & Environment
Aberdeen City Council
1st Floor
St. Nicholas House
Broad Street
Aberdeen
AB10 1BY

Tel: 522839 or 523813

On behalf of Aberdeen City Council and the Tenant Participation Officers, thank you for taking the time to complete this evaluation form.