

Test administrators' training evaluation form

Name:

Overall, how useful did you find today's training session? *(circle answer)*

Very useful

Quite useful

Useful

Not useful

After the training, on a scale of 1–6, how well prepared do you feel to undertake the test administrator role?

(1 = not at all prepared; 6 = very well prepared)

1 2 3 4 5 6

How useful did you find the following sections?

Please score on a scale of 1–6
(1 = not at all useful; 6 = very useful)

01 Introduction	1	2	3	4	5	6
02 Preparing for a test	1	2	3	4	5	6
03 Settling in pupils	1	2	3	4	5	6
04 Immediately before a test	1	2	3	4	5	6
05 Supporting pupils	1	2	3	4	5	6
06 Access arrangements	1	2	3	4	5	6
07 Handling situations with pupils	1	2	3	4	5	6
08 When things don't go to plan	1	2	3	4	5	6
09 Preventing cheating	1	2	3	4	5	6
10 At the end of a test	1	2	3	4	5	6
11 Local authority monitoring visits	1	2	3	4	5	6

What additional support could be provided that would help you in your test administrator role?

(Please continue overleaf if you need more space)

Is there anything you would like to change about today's training session (content, delivery, venue, method etc)? *(Please continue overleaf if you need more space)*

If you would like to make further comments, please continue on the back of this form.

Thank you for your time.

Any further comments (continuation):