

**Interim Course Summary Report**

**REPORT FOR :** Mr. Michael McGoldrick

**ADDRESS:** 21a William Street  
Dungannon  
Co. Tyrone BT701DX

**COURSE TITLE:** TEXT PROCESSING 1, 2 & 3

**VENUE:** FSWC

**DATES:** 07.01.13 to 25.02.13 **TUTORS:** Mrs Patricia Hynds

Evaluation Proformas (please find copy attached) were completed at the close of the session.

Number of Participants who completed the Evaluation Form = 8 participants.

1. Is the course meeting your expectations and requirements? (please circle)

<b>Rating</b>	1	2	3	4	5
<b>Explanation</b>	Not at all				Very Well
<b>No. of Responses</b>				2	6

Please comment:

Yes, thanks to a fantastic and thoughtful tutor I feel I am gaining my confidence back.

2. What did you think about the tutors' organisation and presentation of material?

<b>Rating</b>	1	2	3	4	5
<b>Explanation</b>	Poor				Excellent
<b>No. of Responses</b>					8

Please comment:

Everything is excellent.

3. Do you feel you are sufficiently active and involved in the course?

<b>Rating</b>	1	2	3	4	5
<b>Explanation</b>	Definitely not				Definitely
<b>No. of Responses</b>					8

Please comment:

I am gaining confidence and have made a lot of new friends

4. (a) What do you think about the content of the course?

<b>Rating</b>	1	2	3	4	5
<b>Explanation</b>	Narrow				Wide-ranging
<b>No. of Responses</b>				2	6

Please comment:

It is a great course. I would recommend it to anyone.  
Level 3 covers a lot more.

(b) Were all the topics covered so far relevant to your needs?

<b>Rating</b>	1	2	3	4	5
<b>Explanation</b>	Not at all				Very
<b>No. of Responses</b>				1	7

Please comment:

Interesting and varied

5. Were the resources you were given

(a) appropriate?

<b>Rating</b>	1	2	3	4	5
<b>Explanation</b>	Not at all				Extremely
<b>No. of Responses</b>					8

(b) useful?

<b>Rating</b>	1	2	3	4	5
<b>Explanation</b>	Not at all				Extremely
<b>No. of Responses</b>				1	7

Please comment:

All materials are useful!  
Very helpful

Plenty of practice

6. What are the strengths of this course?

Well delivered

Comprehensive

Qualification obtained in a short time

Getting me back into using computers. Learning a new skill and course helpful in seeking work.

Good opportunity for job

Update my qualifications to find work

7. What are the weaknesses of this course?

None x 3

No weaknesses

There are no weaknesses. Only myself to to gain more confidence in myself using the computer.

8. Do you have any suggestions for improvements in either the content or the presentation of the course?

No x 3

I can't think of anything more that could be added.

9. Do you have any other comments on the course?

No x 2

It is a very enjoyable course and more people should come and do it.

Patricia great tutor, very helpful and encouraging.