UNIVERSITY OF WASHINGTON SCHOOL OF NURSING
Continuing Nursing Education

GUIDELINES FOR EVALUATING AN EDUCATIONAL ACTIVITY*

The nurse planner and planning committee are responsible for determining methods for evaluating the educational activity. Components and methods of evaluation should be related to the desired learning outcomes of the activity.

Evaluation is summative at the conclusion of the educational activity. Evaluation may also be formative and integrated within the educational activity. Evaluation methods include assessment of change in knowledge, skills, and/or practices of the target audience. Although change in knowledge, skills and/or practices may or may not occur based on a variety of factors, evaluation methods should assess for such change. Evaluation may also include collecting data that reflect barriers to learner change.

Evaluation options may include but are not limited to:

Short-term options:	_Long-Term Options_
Intent to change practice	Self-reported change in practice
Active participation in learning	Change in quality outcome measure(s)
Post-test	Return on investment
Return demonstration	Observation of performance
Case study analysis	
Role-play	

UWCNE evaluation forms typically ask participants to evaluate activities for the following criteria:
1) Knowledge and teaching effectiveness of presenters and authors
2) Relevance of content to practice
3) Learner overall satisfaction with the activity
4) Learner self-assessment of his/her achievement of each objective for desired learning outcomes
5) Anticipated change in practice
6) Absence of commercial bias in educational sessions

Attached are two sample evaluation forms: one for a conference (pages 2-5) and one for an online course (pages 6-8). Although both of these samples are electronic forms, questions can be adapted to paper and pencil formats. Please include comparable elements on your evaluation form. After the activity, send a summary of evaluation data to UWCNE so that the nurse planner can review and assess the impact of the educational activity and determine how results may be used to guide future educational activities.

*These guidelines are adapted from the _2015 ANCC Primary Accreditation Provider Application Manual._ American Nurses Credentialing Center, p. 26.

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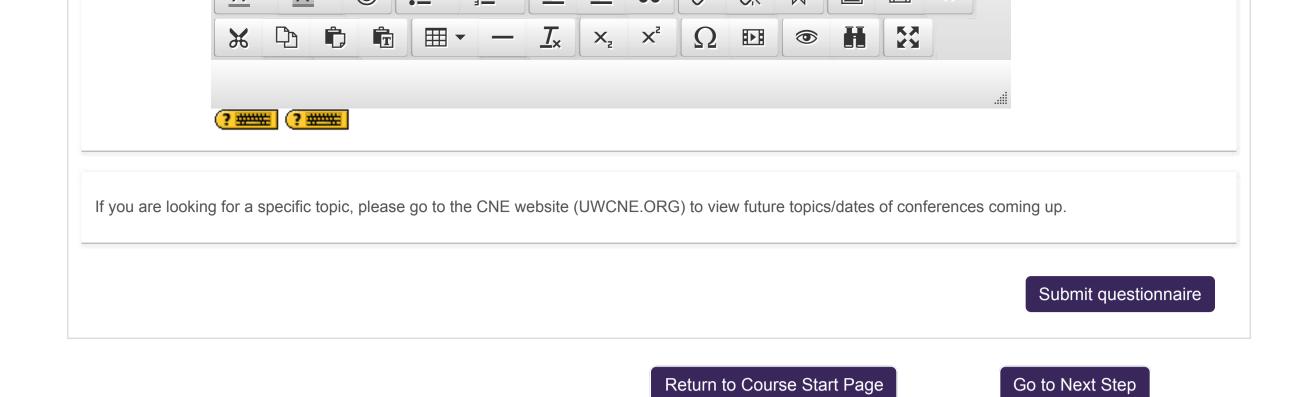Conferences › Conference 2017 | Annual Nurse Educators Conference

Conference 2017 | Annual Nurse Educators Conference

Evaluation

*1. Please verify your attendance at today's conference. This question is required to receive contact hour credit.
I attest that I attended today's conference in person.

○ Yes, I attest that I attended today's conference in person
○ No, I did NOT attend today's conference in person

*2. Please rate conference sessions in terms of the speaker's teaching effectiveness.

	Poor	Fair	Good	Very Good	Excellent	N/A
Beyond Knowledge, Skills and Abilities: The New Era of Competence in Nursing Education - Cheri Constantino-Shor	○	○	○	○	○	○
Surviving and Thriving with Your Multi-Generational Workforce and Team - Dixie K. Weber	○	○	○	○	○	○
Part 1: Foundational Conflict Management Skills - Self Awareness and Communication Techniques - Sara Kim	○	○	○	○	○	○
Part 2: Negotiating Workplace Power Differentials - Speaking Up Skills - Sara Kim	○	○	○	○	○	○
Flipping the Classroom: A Paradigm Shift in Nursing Education - Mandy Derezes, Marta DeVolt, Alecia Nye	○	○	○	○	○	○
Reigniting Your Passion - Christine M. Henshaw	○	○	○	○	○	○

3. Comments about specific sessions and speakers?

[   ]

*4. How well did the conference meet its overall objectives? i.e., *Participants will be better able to:*

	Not met	Met adequately	Met very well
Interrelate how cultivating professional relationships built on trust, communication and boundaries can create a healthy learning environment in the classroom and clinical settings	○	○	○
Apply creative strategies to assist educators (academic or clinical) to be effective in meeting learning outcomes.	○	○	○
Present a framework for promoting self-awareness and communication skills for effective conflict management.	○	○	○
Describe the key roles power plays at workplaces.	○	○	○

Identify at least 3 instructional strategies, tools, resources or technologies that can be applied to a clinical and/or academic educational setting to achieve the flipped classroom approach.	○	○	○

*5. **What is your overall assessment of today's conference sessions?**

	Poor	Fair	Good	Very Good	Excellent
	○	○	○	○	○

*6. **Did educational sessions contain any commercial bias or influence?**

○ No
○ Yes (see next question)

7. **If yes, what commercial bias did you observe?**

[text box]

*8. **Give one example of content presented at the conference that you will apply in practice.**

[text box]

*9. **What is your level of experience in health care?**

○ Less than two years
○ 2-5 years
○ 6-10 years
○ 11-20 years
○ 21-30 years
○ More than 30 years

10. **Please suggest topics and speakers for next year's conference.**

[text box]

11. **If you are interested in serving on the planning committee for next year's conference, please send an email to cne@uw.edu or provide the following information in the box below:**
Name
Agency
Email address
Phone number

[text box]

*12. **How did you hear about this conference?**

Please check all that apply.

☐ Conference brochure in mail
☐ Email announcement from UWCNE
☐ Email listserve at work
☐ UWCNE printed calendar

☐ Paper brochure at work
☐ Web search
☐ Colleague
☐ Announcement in a publication
☐ I am a member of the conference planning committee
☐ Other (see next question)

13. **If other, please explain.**

[text box]

*__**14.** **Please rate the conference coordination and administration.**

○ Poor
○ Acceptable
○ Excellent

15. **Comments about conference administration and coordination?**

[text box]

*__**16.** **How conducive to learning was the conference facility?**

○ Needs improvement
○ Acceptable
○ Excellent

17. **Comments about the facility/learning environment?**

[text box]

18. **Suggestions for improving the conference?**

[text box]

19. **What did you like best about the conference?**

[text box]

20. **We recognize that you have several options for continuing education. Please tell us more about why you attended this UWCNE conference.**

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If you are looking for a specific topic, please go to the CNE website (UWCNE.ORG) to view future topics/dates of conferences coming up.

Submit questionnaire

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Online Education › Online Education | Suicide Prevention Training

Online Education | Suicide Prevention Training

Evaluation

*1. **Please verify your completion of this online course. This question is required to receive contact hour credit.**

⚪ Yes, I attest that I viewed/listened to all of the lectures and completed all the activities.
⚪ No, I did NOT view/listen to all of the lectures and complete all the activities.

*2. **How relevant was the content to your practice?**

⚪ Not relevant
⚪ Somewhat relevant
⚪ Very relevant

*3. **For your learning needs, how appropriate was the level of the content?**

⚪ Too advanced
⚪ Too basic
⚪ About right

*4. **Please rate the speakers' teaching effectiveness for each of the modules in this training.**

	Poor	Fair	Good	Very Good	Excellent
Part 1: Introduction (Context, Attitudes, Statistics, Vocabulary, Additional Considerations)	⚪	⚪	⚪	⚪	⚪
Part 2: Assessment (Risk Factors, Protective Factors, Screening/Special Considerations for Veterans and Active Duty Military)	⚪	⚪	⚪	⚪	⚪
Part 3: Management (Safety Planning, Making a Safety Plan, Resources, Role Play)	⚪	⚪	⚪	⚪	⚪
Part 4: Treatment (Hospitalization, Medication, Virtual Hope Box, Other Resources)	⚪	⚪	⚪	⚪	⚪
Part 5: Other Dimensions of Importance (Role of Nurses, Self-Injury, Cultural Considerations, Postvention)	⚪	⚪	⚪	⚪	⚪

5. **Comments about speakers or specific modules?**

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*6. How well did the course meet the stated learning outcomes? *i.e., Participants will be better able to:*

	Not Met	Adequately	Very Well
Describe risk and protective factors influencing suicide risk.	○	○	○
Discuss facilitators and barriers to implementing suicide prevention measures.	○	○	○
Demonstrate suicide risk assessment, treatment and management skills.	○	○	○
Apply suicide risk assessment, treatment and management strategies to case scenarios.	○	○	○

*7. What is your overall assessment of this course?

	Poor	Fair	Good	Very Good	Excellent
Please choose one response.	○	○	○	○	○

*8. Please rate the level of difficulty in accessing and using the online course content.

	Very difficult	Difficult	Neutral	Easy	Very easy
Please choose one response.	○	○	○	○	○

9. Please tell us about your experience with the technology used in this course *(technical support, instructions, handouts, ease of use)*

*10. How long did it take you to complete this course?

○ Under 6 hours
○ Over 6 hours
○ About 6 hours

*11. Would you recommend this course to a colleague?

○ Yes
○ No

*12. Give one example of content presented in this course that you will apply in practice.

13. Additional comments about the course (*e.g. what you liked best, how it could be improved, why you chose this particular Suicide Prevention Training...*)

Submit questionnaire

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