

Learn Together Approach - Evaluation Guide

Facilitator:	Group Session:				
Observer:	Date:				
C=Commendable A=Adequate NI =Needs Improvement NO=Not Observed					
	C	A	NI	NO	Comments
1. Prepared for session, chairs & materials arranged for maximum participation					
2. Sits with the group members - not "lecture" style.					
3. Sets/shares the time, agenda, and length of session					
4. Shares importance of listening to others and respecting ideas or comments of others.					
5. Asks a question that allows participants to share something about themselves in a non-threatening, enjoyable way.					
6. Avoids asking questions with "right" or "wrong" answer.					
7. Lets the group know that silence is OK and it's okay to take a moment to think of their response.					
8. Asks open-ended questions with Who, What, When, Why, How, How Much, How Often.					
9. Makes sure all members have an opportunity to participate.					
10. Reinforces importance of each participant's contribution and encourages group involvement.					
11. Uses words everyone is familiar with; avoids technical or medical terms.					
12. Deals with misinformation in a positive and constructive way.					
13. Has members share one thing new they learned or something they may do differently.					
Suggestions to Strengthen Skills:					