

Tool 7. Table for summarizing information from interviews

	Person 1	Person 2	Person 3
<p>Information about the interviewee</p> <p>(e.g. place of employment, work experience, participation in other training courses on this subject)</p>			
<p>Adequacy of evaluated activity to the needs of the interviewee</p> <p>(e.g. subject, level, method of conducting training, assessment of training materials, missing elements, organisation method)</p>			
<p>Impact and sustainability of the evaluated activity effects</p> <p>(e.g. usefulness of acquired knowledge and skills, their impact on the professional situation and personal development of the interviewee)</p>			
<p>Summary</p> <p>(e.g. strengths and weaknesses of the evaluated activity, additional comments, recommendations — what should be changed in the future and how)</p>			

Author: Monika Bartosiewicz-Niziołek

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