

Institute of Rural Management

Issue No.1 Date: July 30, 2008

Q-F-003
Page 3-3

Training Coordinator Assessment Form

Name of Coordinator: _____

S. No.	Performance Indicators	Grades				
		A	B	C	D	E
1	Relaxed Behaviour					
2	Dealing with Training Situations (Including crisis situations)					
3	Co-ordination Skills					
4	Equal Attention to All Participants					
5	Organisation/Facilitation skill					
6	Effective Communication					
7	Time Management					
8	Meaningful Discussions					
9	Innovative Approach					
10	Accommodating and Supportive					

Any other comments: _____
