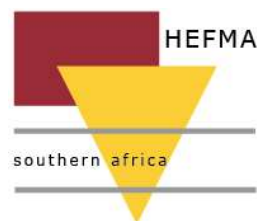


HIGHER EDUCATION FACILITIES MANAGEMENT ASSOCIATION OF
SOUTHERN AFRICA

PROFESSIONAL DEVELOPMENT AND TRAINING DIRECTORATE



WORKSHOP SESSION 2:

**DIGITIZATION OF FACILITIES MANAGEMENT COMPUTERIZED SYSTEMS TO MITIGATE THE RISK OF
COVID-19 ON OPERATIONS**

WORKSHOP EVALUATION QUESTIONNAIRE

MEMBER/ATTENDANT EVALUATION SHEET		
<p>1. In order for HEFMA to fulfil its members' expectations, it needs to assess their satisfaction in terms of the undertaken workshop, content quality and considerations for future workshops.</p> <p>2. Where required, corrective action will be initiated in an effort to continually improve on quality and our members' satisfaction on our workshops.</p> <p>3. Your participation in this regard will be highly appreciated and treated with confidence.</p>		
ITEM	DESCRIPTION	RATING & COMMENTS
<p>PLEASE RATE EACH BOXED ITEM FROM 1 TO 4 (where applicable)</p> <p>4 – EXCELLENT 3 - GOOD 2 – SATISFACTORY 1 – UNSATISFACTORY</p>		
1.	How did you feel about the workshop 1?	
2.	The length of the workshop?	
3.	Workshop Content & Quality?	
4.	What changes, additions or improvements would you recommend for future consideration?	
5.	What other workshops do you need: content wise?	
OTHER COMMENTS		
NAME:		SIGNATURE:
UNIVERSITY/INSTITUTION:		DATE:
EMAIL:		CONTACT NO: