ecoope
YOUTH COOPERATIVE
ENTREPRENEURSHIP

Appendix 3

EVALUATION FORM FOR IDENTIFYING A SUCCESSFUL PROGRAM OR COURSE

This evaluation form was developed together with the activities A12 and A13 in ECOOPE's WP4 as a basis for PEEP to develop Interview Analysis Forms. The form contains scoring that is essential for identification of high performing programs. The top 25% of programs were selected according to the scores in the evaluation form. There is also some space for more qualitative responses and some qualitative questions to support the data collection of the good practices and success criteria.

BASIC INFORMATION

The course / program name _____

The name of the interviewer _____

The name and position of the respondent _____

Organized by whom _____

Website _____

When and how often organized _____

Educational level of the program (choose the suitable options)

- ⭕ lower secondary education
- ⭕ higher secondary education
- ⭕ vocational training
- ⭕ university education
- ⭕ adult/continuing education

Who are the main customers/students of the course/program? _____

_____

_____

PROGRAM OBJECTIVES

Does the course / program have a clear objective/aim? (Yes=1, No=0) _____

Does the course / program have a clear and written curriculum? (Yes=1, No=0) _____

Do the program participants know the aims and curriculum of the program? (Yes=1, No=0) _____

Do the program faculty know, utilize and follow the aims and curriculum of the program? (Yes=1, No=0) _____

Are the next learning objectives included in the program?

- ⭕ Increasing employability skills (Yes=1, No=0)
- ⭕ Increasing understanding of entrepreneurship/business skills (Yes=1, No=0)
- ⭕ Increasing understanding of cooperatives (Yes=1, No=0)

Have you created best practices for increasing the awareness of the program objectives? (Yes=1, No=0) _____
_____

PROGRAM PARTICIPANTS AND OPERATORS

How are the participants selected? _____
_____
How do the participants learn about the program? _____
_____
Have you created best practices for selecting program participants? (Yes=1, No=0) _____
In the program faculty, are there special experts in
- entrepreneurship (Yes=1, No=0)
- co-op (Yes=1, No=0)
- youth employment (Yes=1, No=0)

Do the members of the faculty have practical experience in
- entrepreneurship (Yes=1, No=0)
- co-op (Yes=1, No=0)

Do the members of the faculty have formal academic knowledge/degree in
- entrepreneurship (Yes=1, No=0)
- co-op (Yes=1, No=0)

PROGRAM EVALUATION

Are the evaluation criteria and evaluation practices known by all the members of the faculty and stakeholders?
(Yes=1, No=0) _____

The course / program has clear and explicit evaluation criteria used for evaluating the participants in terms of...
- learning outcomes (Yes=1, No=0)
- personal development (Yes=1, No=0)
- career change (Yes=1, No=0)

The learning outcomes in the program include...
- Increasing employability skills (Yes=1, No=0)
- increasing understanding of entrepreneurship/business skills (Yes=1, No=0)
- increasing understanding of cooperatives (Yes=1, No=0)

How do you assess the success of your program and why does it deserve to be enhanced? _____
_____
_____

PROGRAM PROCESS

Has the program / course an agreed timetable? (Yes=1, No=0) _____

What are the essential contents of your (cooperative) program? List the five most important themes.
- _____
- _____
- _____
- _____
- _____

Is the process (i.e. timetables, practicalities, evaluation practices...) known by the key stakeholders (lecturers, visitors, participants, students)? (Yes=1, No=0)

_____

What are the most successful practices you follow in your program? _____

_____

PROGRAM FOLLOW-UP

Do you utilize gathered feedback in course/program development? (Yes=1, No=0) If yes, please, give some examples _____

_____

How is the follow-up after the course / program organized? (telephone, email, questionnaire...) _____

_____
_____

The participants' learning / career change / personal development is followed after the course/program in terms of...
- ⭕ entrepreneurial activities (Yes=1, No=0)
- ⭕ co-op (Yes=1, No=0)
- ⭕ employment (Yes=1, No=0)

From whom the feedback is gathered? (the participants, the sending organization, the employing companies, parents...) _____

_____

When do you follow-up the program participants? (immediately after the program, 2-3 years after the program, 5 years after the program, never) _____

_____

Please briefly explain your program´s success (program´s impact, relevance of the program)? _____

_____
_____

Do you think that the success of your program could be useful and transferable in other countries? How? _____

_____