Please put a check mark on the scale that corresponds to your training on the different items relevant to the conduct of programs and activities undertaken by the student government, co-curricular organizations and specialized organizations and answer other questions asked. The following is the rating scale. Five (5) represent the highest rank and one (1) as the lowest rate.

1. - Poor 3 - Good 5 – Outstanding
2. - Fair 4 - Very Good

**Phase I – Preparation**

 **5 4 3 2 1**

1. Student Leaders performance during the preparation ---------------------------------------------
2. The student leaders manifested the following:
	1. Cooperation/harmony (harmonious relationship in

 the coordination and preparation of the activity) \_ ­­\_ ­\_ ­\_ ­\_

* 1. Participation/involvement \_ ­­\_ ­\_ ­\_ ­\_
	2. Open Communication \_ ­­\_ ­\_ ­\_ ­\_
	3. Leadership skills:

 Motivating \_ ­­\_ ­\_ ­\_ ­\_ Encouraging \_ ­­\_ ­\_ ­\_ ­\_

 Planning \_ ­­\_ ­\_ ­\_ ­\_

 Directing \_ ­­\_ ­\_ ­\_ ­\_

 Organizing \_ ­­\_ ­\_ ­\_ ­\_

 Time management (no wastage of time) \_ ­­\_ ­\_ ­\_ ­\_

 Resolving conflicts (if any) \_ ­­\_ ­\_ ­\_ ­\_

**Phase II – Implementation**

1. Participants/Student Leaders (during the program)
2. Degree of participation/involvement of the students \_ ­­\_ ­\_ ­\_ ­\_
3. Level of performance of student participants \_ ­­\_ ­\_ ­\_ ­\_
4. Programs/Activities undertaken as scheduled \_ ­­\_ ­\_ ­\_ ­\_
5. Punctuality of participants/ students/leaders/organizer \_ ­­\_ ­\_ ­\_ ­\_
6. Smooth flow on the different parts of the program

(orderly and snappy) \_ ­­\_ ­\_ ­\_ ­\_

**Phase III – Measuring Objectives (Completion)**

1. *Objectives 5 4 3 2 1*
2. The objectives are well defined \_ \_ \_ \_ \_
3. The objectives are in harmony with the vision, mission of

The Office of Student Survives and Welfare and the

University as well \_ \_ \_ \_ \_

1. The objectives are geared towards student’s welfare

and development \_ \_ \_ \_ \_

1. The objectives are known and clearly understood

by the students/leaders \_ \_ \_ \_ \_

1. The objectives are meaningful and significant to the

student’s life \_ \_ \_ \_ \_

*B. General Comments (Reflections)*

 1. Is the program/activity worth undertaking? Why?

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Problems encountered: 5 4 3 2 1
2. Logistics (supplies, equipments, facilities) \_ ­­\_ ­\_ ­\_ ­\_
3. Participations of students \_ ­­\_ ­\_ ­\_ ­\_
4. Commitment of leaders \_ ­­\_ ­\_ ­\_ ­\_
5. Guidance and supervision of coordinators \_ ­­\_ ­\_ ­\_ ­\_
6. Guidance and supervision of advisers \_ ­­\_ ­\_ ­\_ ­\_
7. Perseverance and dedication of student leaders \_ ­­\_ ­\_ ­\_ ­\_
8. Unity and team work of leaders \_ ­­\_ ­\_ ­\_ ­\_
9. Relevance and Significance of the activity/program \_ ­­\_ ­\_ ­\_ ­\_
10. Timeliness of the program/activity undertaken \_ ­­\_ ­\_ ­\_ ­\_

 **Others,** please specify:

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Insights for suggestions for improvement (preventive/corrective interventions)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 *c. General Commendations*

 a) To a Person

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 b) To the Program/Activity

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 c) To the Part and Process of the Activity

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_