

Title	Evaluate adult learning sessions		
Level	5	Credits	8

Purpose	People credited with this unit standard are able to: demonstrate knowledge of learning session evaluation aims and methods; prepare for the evaluation of adult learning sessions; implement and analyse learning session evaluations; and review the evaluation process.
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Classification	Adult Education and Training > Evaluation in Adult Education and Training
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Available grade	Achieved
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Guidance Information

- 1 Definitions
Stakeholders may include but are not limited to – learners, provider, client organisation, funding agency, accrediting body, government agency.
A learning session is defined as a learning or training event that can be part of a course, but has its own internal coherence in terms of outcomes and subject matter coverage, and is sufficiently discrete to be able to stand on its own.
- 2 Range
 Evidence of evaluation of three different learning sessions, of at least 30 minutes each, using at least two different evaluation methods, is required.
- 3 Legislation relevant to this standard includes the Human Rights Act 1993, Privacy Act 1993, Official Information Act 1982, and the Health and Safety at Work Act 2015.

Outcomes and performance criteria

Outcome 1

Demonstrate knowledge of learning session evaluation aims and methods.

Performance criteria

- 1.1 The evaluation of adult learning sessions is examined and explained in terms of key aims and objectives.

Range evidence of at least three aims.

1.2 Evaluation methods are analysed in terms of their relevant features and advantages for the purposes of evaluation of adult learning sessions.

Range may include but are not limited to – peer observation and feedback, facilitator self-reflection, learner feedback, structured interviews, third party feedback.

Outcome 2

Prepare for the evaluation of adult learning sessions.

Range evaluation methods may include but are not limited to – questionnaire, interview, focus group, observation.
Evidence of two methods for each session.

Performance criteria

2.1 The needs and/or requirements of stakeholders are identified in terms of evaluation of adult training sessions.

Range needs may include but are not limited to – delivery mode, teaching styles, pace of learning, relevance of content, outcomes.

2.2 Materials for at least one evaluation method are designed in terms of the needs and/or requirements of stakeholders.

2.3 Evaluation materials are checked or prepared to ensure they cover key aspects in the delivery of adult learning sessions.

Range key aspects may include but are not limited to – presentation style, content, structure, learning outcomes, relevance, resources, opportunities for interaction and practice.

Outcome 3

Implement and analyse learning session evaluations.

Performance criteria

3.1 The aims and methods of learning session evaluation are explained to participants.

3.2 Evaluation materials are used to obtain constructive feedback.

3.3 Results of the evaluations are analysed and delivery refinements suggested against expected outcomes.

Outcome 4

Review the evaluation process.

Performance criteria

- 4.1 The effectiveness of the evaluation materials and their use is reviewed, documented, and discussed in terms of meeting expected outcomes.
- 4.2 Potential changes for improved performance of the materials, and its application in future practice, are suggested.

Planned review date	31 December 2022
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Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	25 May 2004	31 December 2015
Review	2	12 December 2008	31 December 2019
Rollover and Revision	3	26 June 2013	31 December 2019
Review	4	28 September 2017	N/A

Consent and Moderation Requirements (CMR) reference	0045
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This CMR can be accessed at <http://www.nzqa.govt.nz/framework/search/index.do>.

Comments on this unit standard

Please contact NZQA National Qualifications Services nqs@nzqa.govt.nz if you wish to suggest changes to the content of this unit standard.