

# Gates Staying Connected Phase Two Grant Program

## Training Final Evaluation Report

Due Date: June 30, 2007

(send electronically to Mary Linda Todd at [mtodd@mail.nysed.gov](mailto:mtodd@mail.nysed.gov))

**SYSTEM NAME:** \_\_\_\_\_

**Person Completing Report:** \_\_\_\_\_

**Person's phone:** \_\_\_\_\_

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### Training Support

*Supporting the development of public access computer training programs for the state's public libraries. Funds for training may be used to pay for a variety of costs associated with the design and delivery of training.*

#### I. Program Outputs

Complete the following table to describe your program's outputs to date.

	Total # Planned	# Complete to Date	% Complete to Date	Grant Amount Spent to date	Match Amount Spent to date
1) Training Sessions Offered (if online, report online course registrations)					
2) Library Staff Trained					
3) Library Buildings Represented in Training Sessions					

#### II. Program Outcomes

For each anticipated program outcome (i.e. the effect of your program's activities on the participating libraries or library staff), summarize the results to date, including outcome indicators and data sources. Please add additional tables as necessary.

*Example:*

<b>Outcome</b>	<i>Library staff will feel more confident and competent teaching staff and patrons how to use computers and/or online resources.</i>
<b>Indicators</b>	<ul style="list-style-type: none"> <li>• # and % of participants who report feeling 50% more confident in their training skills</li> <li>• # and % of patrons trained by participants</li> </ul>
<b>Data Sources</b>	<ul style="list-style-type: none"> <li>• Feedback forms from training sessions</li> <li>• 3-month follow-up survey of training participants</li> </ul>
<b>Results Summary</b>	<i>We collected 212 feedback forms completed during training sessions. Surveys indicated that overall, 70% of trainees felt 50% more confident in their training skills after attending the training. The results varied by topic, with over 90% reporting increased confidence teaching patrons to use the World Wide Web, but only 60% reporting increased confidence teaching patrons to use Excel spreadsheets. 89 trainees (or 32%) responded to a follow-up survey three months after the training; about half (or 48%) of the respondents in this survey said that they continued to feel 50% more confident in their training skills.</i>

<b>Outcome #1</b>	
<b>Indicators</b>	
<b>Data Sources</b>	
<b>Results Summary</b>	

<b>Outcome #2</b>	
<b>Indicators</b>	
<b>Data Sources</b>	
<b>Results Summary</b>	

<b>Outcome #3</b>	
<b>Indicators</b>	
<b>Data Sources</b>	
<b>Results Summary</b>	

### III. Questions

Provide a brief response to each of the following items.

- A. What, if any, work remains to complete your training program? When will this work be completed?
  
- B. What was the biggest challenge the library system and/or individual libraries faced in implementing the training program?
  
- C. What are your next steps for working with local libraries to ensure retention of the skills gained from the training you conducted, and to provide additional opportunities for continued skills development for library staff?