

<b>GRADUATE FIELD INTERVIEW</b>			DATE:
DET:	BASE:	COURSE #:	
NAME OF GRADUATE:		GRADE:	DSN:
GRADUATE'S UNIT:	GRADUATION DATE:	INSTURCTOR:	
INTERVIEWER:	OFFICE SYMBOL:	METHOD OF INTERVIEW:	

**GRADUATE'S RESPONSE**

1. Was the training realistic, job relevant, and did it prepare you to perform your present duties? YES  NO

Comments:

2. How would you assess the instructor's: (Please explain Needs Improvement Ratings.)

a. Subject/System knowledge?      (1) Needs Improvement      (2) Knowledgeable      (3) Very Knowledgeable

b. Teaching ability?                      (1) Needs Improvement      (2) Satisfactory      (3) Excellent

3. Did the instructor demonstrate the practical tasks in the course? YES  NO

Comments:

4. Have you ever called on the instructor for technical assistance? YES  NO  Was it offered? YES  NO

Comments:

5. Rate how well you were trained overall? (Please explain marginal or unsatisfactory rating.)

\_\_\_ Outstanding    \_\_\_ Excellent    \_\_\_ Satisfactory    \_\_\_ Marginal    \_\_\_ Unsatisfactory

6. Did the information taught match the equipment assigned to your unit? YES  NO

Comments:

7. Was all equipment available for training when needed? YES  NO

Comments:

8. Were TOs used? (If no, explain.) YES  NO

9. Were instructor assists explained? (If no, explain.) YES  NO

10. Was everyone in the class required to complete all objectives? YES  NO

Comments:

11. Did anyone fail an objective? YES  NO

Comments:

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### **About the ITAOP/savePDF Method**

The traditional Field-by-Field creation process is extremely ineffective and slow.

The only realistic option to create high-quality forms is the Insert-Text-Anywhere-on-Page (ITAOP) method.

The field creation process is about 10,000 times faster than the traditional method; the list of ITAOP features is not even available for the traditional method.

ITAOP savePDF method proved to be very simple and completely reliable for millions of users all over the world (incl. individuals, companies, organizations, government employees).

GRADUATE FIELD INTERVIEW (continued)

12. For the objectives listed below, explain how they were performed/accomplished. (Utilizing the POI, select objectives and discuss accomplishment with graduate.)

a. Were the objectives accomplished as a team or individual performance?

Comments:

b. Were the objectives completed on a trainer or actual equipment?

Comments:

(1) Objective: Tasks:

Comments:

(2) Objective: Tasks:

Comments:

(3) Objective: Tasks:

Comments:

YES  NO

13. Can you perform all tasks taught with assistance?

Comments:

14. How much time did you spend in class each day? 1 - 2 hrs 3 - 4 hrs 5 - 6 hrs 6 - 8 hrs

Comments:

15. Given the opportunity to critique this course, would you:

- a. Leave it as it is?
- b. Delete the course because it serves no useful purpose?
- c. Combine it with another course? (To improve quality/prevent duplication)
- d. Lengthen the course to add tasks or additional hands on training?
- e. Shorten the course to delete unnecessary training?
- f. Change the order the objectives are taught:
- g. Comments/Other:

16. Would you like to discuss your ideas about this course with the detachment or group course managers? Approximate time when you can be contacted:

YES  NO

17. Could this interview be conducted in a more efficient manner? (If so, please explain)

Comments:

ADDITIONAL COMMENTS: