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| **Industry Engagement Form****(Course Controller/Industry Employee)** |

**Name of Industry Employee involved in Training:**

**Mobile:**

**Email:**

**Position:**

**No. of years in industry:**

**Description of industry experience:**

This form consists of 2 sections: Part A and Part B.

Part A is to be filled in by the Course Controller and can use the information gathered in Part B.

Part B is to be filled in by the Industry Employee as listed above.

**Part: A: (To be filled in by the Course Controller)**

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| **Industry Engagement Record** |

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| --- | --- | --- |
| **Have you?** |  | **Any Changes: (If yes, please specify)** |
| Partnered with local employers, regional/national business, relevant industry bodies and/or enterprise RTOs? |  |  |
| Involved employer nominees in industry advisory committees and/or reference groups? |  |  |
| Embedded staff within enterprises? |  |  |
| Networked in an ongoing way with industry networks, peak bodies and/or employers? |  |  |
| Developed networks of relevant employers and industry representatives to participate in assessment validation? |  |  |
| Exchanged knowledge, staff, and/or resources with employers, networks and industry bodies? |  |  |

**Part: B: (To be filled in by the Industry Employee)**

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| Industry Employee Questionnaire |

**[ ]**

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| You can complete this form electronically or print the form and complete with a Black or blue pen. Once you have completed the form, you can either email to results@acas.edu.au or post it to ACAS, PO Box 14, Parkwood, WA 6147. All forms are placed into a secure holding box and all is then entered on a regular schedule. |
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| **About Your Training:** | **Strongly Disagree** |  | **Disagree** |  | **Agree** |  | **Strong Agree** |
|  | ⏷ |  | ⏷ |  | ⏷ |  | ⏷ |
| Trainers were effective in their teaching. | [ ]  |  | [ ]  |  | [ ]  |  | [ ]  |
|  |  |  |  |  |  |  |  |
| Trainers had good knowledge and experience of the industry. | [ ]  |  | [ ]  |  | [ ]  |  | [ ]  |
|  |  |  |  |  |  |  |  |
| Trainers were able to relate material to the workplace. | [ ]  |  | [ ]  |  | [ ]  |  | [ ]  |
|  |  |  |  |  |  |  |  |
| Overall, we are satisfied with the training. | [ ]  |  | [ ]  |  | [ ]  |  | [ ]  |
|  |  |  |  |  |  |  |  |
| We would recommend the training to others. | [ ]  |  | [ ]  |  | [ ]  |  | [ ]  |
|  |  |  |  |  |  |  |  |
| Assessments were based on realistic activities. | [ ]  |  | [ ]  |  | [ ]  |  | [ ]  |
|  |  |  |  |  |  |  |  |
| The training organisation gave appropriate recognition of existing knowledge and skills. | [ ]  |  | [ ]  |  | [ ]  |  | [ ]  |
|  |  |  |  |  |  |  |  |
| Assessment was at an appropriate standard. | [ ]  |  | [ ]  |  | [ ]  |  | [ ]  |
|  |  |  |  |  |  |  |  |
| The training focused on relevant skills. | [ ]  |  | [ ]  |  | [ ]  |  | [ ]  |
|  |  |  |  |  |  |  |  |
| The training prepared employees well for work. | [ ]  |  | [ ]  |  | [ ]  |  | [ ]  |
|  |  |  |  |  |  |  |  |
| The training had a good mix of theory and practice. | [ ]  |  | [ ]  |  | [ ]  |  | [ ]  |
|  |  |  |  |  |  |  |  |
| We would recommend the training organisation to others. | [ ]  |  | [ ]  |  | [ ]  |  | [ ]  |
|  |  |  |  |  |  |  |  |
| The training was an effective investment. | [ ]  |  | [ ]  |  | [ ]  |  | [ ]  |
|  |  |  |  |  |  |  |  |
| The training reflected current practice. | [ ]  |  | [ ]  |  | [ ]  |  | [ ]  |
|  |  |  |  |  |  |  |  |
| The training was effectively integrated into our organisation. | [ ]  |  | [ ]  |  | [ ]  |  | [ ]  |
|  |  |  |  |  |  |  |  |
| Our employees gained the skills they needed from this training. | [ ]  |  | [ ]  |  | [ ]  |  | [ ]  |
|  |  |  |  |  |  |  |  |
| The training has helped our employees work with people. | [ ]  |  | [ ]  |  | [ ]  |  | [ ]  |
|  |  |  |  |  |  |  |  |
| The training helped employees identify how to build on their current knowledge and skills. | [ ]  |  | [ ]  |  | [ ]  |  | [ ]  |
|  |  |  |  |  |  |  |  |
| Our employees gained the knowledge they needed from this training. | [ ]  |  | [ ]  |  | [ ]  |  | [ ]  |
|  |  |  |  |  |  |  |  |
| The training prepared our employees for the demands of work. | [ ]  |  | [ ]  |  | [ ]  |  | [ ]  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| The training used up-to-date equipment, facilities and materials. | [ ]  |  | [ ]  |  | [ ]  |  | [ ]  |
|  |  |  |  |  |  |  |  |
| The training resources were appropriate for learner needs. | [ ]  |  | [ ]  |  | [ ]  |  | [ ]  |
|  |  |  |  |  |  |  |  |
| Training resources and equipment were in good condition. | [ ]  |  | [ ]  |  | [ ]  |  | [ ]  |
|  |  |  |  |  |  |  |  |
| The training organisation acted on feedback from employers. | [ ]  |  | [ ]  |  | [ ]  |  | [ ]  |
|  |  |  |  |  |  |  |  |
| The training organisation developed customised programs. | [ ]  |  | [ ]  |  | [ ]  |  | [ ]  |
|  |  |  |  |  |  |  |  |
| The way employees were assessed was a fair test of their skills and knowledge. | [ ]  |  | [ ]  |  | [ ]  |  | [ ]  |
|  |  |  |  |  |  |  |  |
| The training organisation was flexible enough to meet our needs. | [ ]  |  | [ ]  |  | [ ]  |  | [ ]  |
|  |  |  |  |  |  |  |  |
| The training organisation dealt satisfactorily with any issues or complaints. | [ ]  |  | [ ]  |  | [ ]  |  | [ ]  |
|  |  |  |  |  |  |  |  |
| The training organisation provided good support for workplace training and assessment. | [ ]  |  | [ ]  |  | [ ]  |  | [ ]  |
|  |  |  |  |  |  |  |  |
| The training organisation clearly explained what was expected from employers. | [ ]  |  | [ ]  |  | [ ]  |  | [ ]  |
|  |  |  |  |  |  |  |  |

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**What were the BEST ASPECTS of the training?**

**What aspects of the training were MOST IN NEED OF IMPROVEMENT?**

**Which part of this form NEEDS TO BE IMPROVED?**

**Thank you for sharing your views.**

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| --- | --- | --- | --- |
| **Signature**: |  | **Date:** | **/ /** |