



# National Network for Immigrant and Refugee Rights

310 8<sup>th</sup> Street, Suite 310, Oakland, CA 94607, USA

+1.510.465.1984 ph +1.510.465.1885 fax

## FACILITATION-FRAMING TOOLS

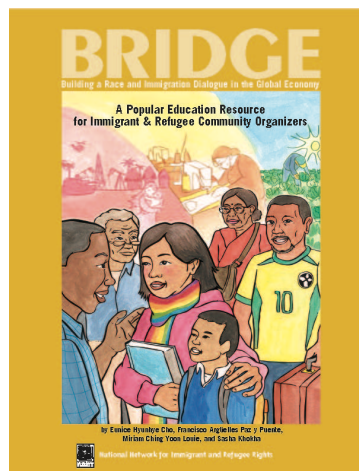
### **BRIDGE: Building a Race & Immigration Dialogue in the Global Economy**

BRIDGE facilitation-framing tools offer a format and guidelines for using popular education to host conversations and dialogues among friends and community, groups large and small, to tackle issues of race, immigration, immigrant rights and social justice and develop plans for local action.

The following excerpt:

## **Conducting Evaluations**

provides a guide to gathering feedback from participants on the discussion/workshop/activity, an important step at the close of each event that gives the group and facilitator/s useful information to improve for the future and document outcomes. This excerpt is taken from:



For more tools and in-depth curricula, the complete BRIDGE resource offers modules addressing a broad range of topics including: • **Race, Migration, & Multiple Oppressions** • **Immigrant Rights and LGBT Rights** • **Immigrant Women's Leadership** • **Conflict Transformation in Community Organizing** • **Immigration History Timeline** • **and more.**

To read a description of all BRIDGE topics/and or to purchase a copy of BRIDGE, go here: <http://www.nnirr.org/drupal/shop/curriculum>

[www.nnirr.org](http://www.nnirr.org)

## Conducting Evaluations

Conducting evaluations at the end of a workshop session is a powerful way to bring closure to the day's activities, gather feedback to improve the workshop and your facilitation, and to document the benefits of your work. Evaluations can be conducted in a number of ways, including oral evaluations that can range from quick to lengthy discussions; interactive exercises; or written evaluations.

Oral evaluations are an effective way for the group as a whole to process and share what they learned and experienced collectively, and can provide some closure for a group. A quick way to evaluate a day's activities is to ask participants to name one thing that they learned during the day or to quickly describe one experience that they will take home with them. A more comprehensive oral evaluation can ask participants to collectively list the strong and weak points of the workshop, as well as things that they would change about the workshop. Facilitators can choose to chart these responses on easel paper.

Many of the "closing" exercises in the BRIDGE curriculum provide places for group evaluation to occur, including the "Head, Heart, Feet," exercise in the LGBT/Immigrant Rights module; the "Another World is Possible" closing in the Globalization, Migration, and Workers' Rights module; "Postcards to Ourselves" activity in the Women's Leadership module; and the "Spider's Web" exercise in the Introduction to Multiple Oppressions module.

Written evaluations can be a valuable way to document the impact of your educational work, especially if you have used BRIDGE closing exercises to allow participants to process the workshop with the rest of a group at a creative and even emotional level. The results of written evaluation forms can allow participants to share information about the workshop with you, suggest improvements, and give you feedback on your strong points. We have included a sample written evaluation form on the next page for your use; if possible, we would love to see any summation notes or evaluations from workshops that you conduct using BRIDGE, to hear what is working well, and for suggestions for change.

**BRIDGE: Building a Race and Immigration Dialogue in the Global Economy**  
**EVALUATION FORM**

What were your expectations for the day?

What was most useful about today?

What needs improvement?

**Evaluate your participation:**

Did you feel like you were able to participate in today's activities? ☐ Yes ☐ No

Do you feel like you learned from others  
participating in the activities? ☐ Yes ☐ No

Any other comments?

**Logistics**

Did you receive logistical information in a satisfactory manner? ☐ Yes ☐ No

Was the meeting location satisfactory for your needs? ☐ Yes ☐ No

Were translation and interpretation of high quality? ☐ Yes ☐ No

BRIDGE Workshop title: \_\_\_\_\_

Your Name (optional): \_\_\_\_\_

Your Organization (optional): \_\_\_\_\_

Today's Date: \_\_\_\_\_