



APPENDIX U  
Session Evaluation Forms

## Session Evaluation Forms

The form in this appendix can be used by facilitators to record what occurred during a **Nia** session. Part of the form may be completed during break, if that would help them with recalling the session better. This form may be used by the program manager as part of the evaluation plan and to assist with debriefing sessions.

Facilitators should complete a copy of the Session Evaluation Form as soon as possible after each session. Be sure to mark at the top of the first page which session is being evaluated. Also, on the second page, be sure to check off each objective that you met for the current session and ignore the objectives for the other session.

All evaluation forms should be placed in an envelope marked with the session number and returned to the program manager or other selected staff person promptly. The program manager may want facilitators to complete a Session Consistency Outline as well. These outlines are different for each session and can be found in **Appendices O** and **T**.

## Nia Session Evaluation Form

**Date of session:** \_\_\_\_\_ **Session #:** \_\_\_\_\_ **Location:** \_\_\_\_\_

**# of participants attending:** \_\_\_\_\_ **# of participants missing:** \_\_\_\_\_

**If participants missed this session, list any information you have on why they were not there.**

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**What went well in the session?**

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**What could have been done better in the session?**

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**List any memorable “quotes” from the session.**

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**The objectives of Sessions One and Two are listed below. Put a check mark by each objective met for the current session. If there were objectives that were not met or problems meeting an objective, please explain.**

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**Session One Objectives:**

- Introduce goals and expectations of the program.
- Use videos, appropriate for and appealing to African American men, to present HIV information and to motivate personal risk-reduction among men who have sex with women.
- Correct misperceptions and misinformation regarding HIV by using gender and culturally appropriate videos and interactive exercises.
- Induce and enhance motivation to reduce risks for HIV by having men identify themselves and their behavior with the HIV epidemic.
- Build skills for identifying and managing sexual risk situations.

**Session Two Objectives:**

- Use videos and movie clips, appropriate for and appealing to African American men, to motivate personal risk-reduction among men who have sex with women and build skills for handling common risk situations.
- Induce and enhance motivation to reduce risks for HIV by having men identify themselves and their behavior with the HIV epidemic.
- Build skills for identifying and managing sexual risk situations.
- Enhance motivation and build behavioral skills for condom use or safer sex.

**List any referrals or other items that need follow-up.**

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**How engaged or involved (or not) were the majority of the participants?**

Very

Somewhat

Not Very

Not At All

**List any triggers or barriers to involvement or participation.**

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**List any suggestions for increasing involvement.**

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**List any signs of attitude change in the participants, particularly related to safer sex.**

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**List any signs of intended behavior change in the participants, particularly related to safer sex.**

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**List any additional information requested by the participants.**

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