



**Beginner EXCEL Workshop**  
**Steve Miller**  
Evaluation Form

**1) The instructor was knowledgeable about the subject matter.**

a) Strongly Agree **36**      b) Agree **7**      c) Neutral **1**      d) Disagree      e) Strongly Disagree

**2) The instructor was organized and prepared.**

a) Strongly Agree **38**      b) Agree **5**      c) Neutral      d) Disagree      e) Strongly Disagree

**3) The instructor's presentation and organization styles made the workshop helpful.**

a) Strongly Agree **27**      b) Agree **16**      c) Neutral **1**      d) Disagree      e) Strongly Disagree  
\*does not match other totals—1 student left this line blank

**4) The format of the workshop was conducive to learning the fundamentals of the topic.**

a) Strongly Agree **29**      b) Agree **14**      c) Neutral **1**      d) Disagree      e) Strongly Disagree

**5) The overall quality of the workshop, including content and materials, was high (independent of the instructor's teaching).**

a) Strongly Agree **23**      b) Agree **21**      c) Neutral      d) Disagree      e) Strongly Disagree

**6) For me, the level of the workshop was about right.**

a) Strongly Agree **13**      b) Agree **19**      c) Neutral **8**      d) Disagree **4**      e) Strongly Disagree

**7) The workshop was a valuable use of my time.**

a) Strongly Agree **17**      b) Agree **23**      c) Neutral **4**      d) Disagree      e) Strongly Disagree

**8) Which aspects of the workshop were the most valuable?**

- Discussing & Demonstrating function and notations
- Learning shortcuts and nuances in basic Excel
- There was a good amount of exercises.
- Getting practice is always useful – shortcuts were especially helpful
- There were a few nuanced tips that I had never seen before that were very helpful. Some functions like LN, and how to switch quickly between each worksheet and tab
- Timesaving tips; going through how to turn a question into an excel formula
- I really enjoyed the timesaving tips and tricks
- All
- Easy to follow; answered questions well
- Learning about the shortcuts
- Going in detail over basic navigation
- Learning functions and graphing
- The more “advanced” functions
- Being able to use our own computer/ multiple screens
- The examples and the reference page (especially the part (...?))
- Graphing, organization shortcuts
- Having zero excel experience, the entire workshop was useful.
- Practice w/ excel
- Learning mathematical excel functions; learning how to graph/ plot supply & demand
- Visibly seeing everything being done on the projection
- Review, “cheat sheet”
- The reference sheet
- The information was very valuable
- There were some new tricks I learned
- Learning shortcuts
- Graphs & switching axis on graphs
- Formatting, shortcuts, “IF” functions, \$
- Charts w/ supply & demand; if, then
- Remembering functions & graphing
- Good refresher
- Learning small “tricks” that I was unaware off (sic) to speed up programming
- If functions & graphing
- Keyboard shortcuts; quickest ways to do things
- Little helpful excel tricks -> flipping chart axis

**9) Which aspects were the least valuable?**

- N/A
- 0
- He didn't seem to fully understand some basic issues w/ excel
- As the intro level one, some info was review, but it was still valuable.
- Overall it was review, so not as helpful
- None
- N/A
- N/A
- Going over troubleshooting
- Everything was useful
- All were useful
- Not sure.
- ?
- Basic data input in chart form; axis labeling
- It was all valuable
- Most basic excel function

- Moved too quickly at times, especially when I made an error (I'd want a chance to fix my error, but when I tried I fell really far behind).
- A lot was review
- Stuff I already knew, the basics
- Much I already knew, so excited to apply to next wkshop
- Basic intro (!st ½ of workshop)
- How to navigate excel
- The general navigation of excel
- Some examples were too rudimentary
- Sum/average
- Basic function review (although good refresher)
- A lot of review for me but still worth coming to learn new tricks!

### **10) What suggestions do you have for improving the workshop?**

- Cover a greater variety of functions we'll be using; inputting data for models
- 0
- I think it was good overall
- None. There is no way to satisfy everyone
- No it was great
- N/A
- Make it mandatory! It was awesome.
- Don't assume any level of prior excel knowledge
- None → good for basic excel recap.
- Nothing comes to mind
- Possibly adding optional sections w/ more high level material
- Go slower?
- Slower movement on more complicated cells
- More helper roaming to help/ make sure everyone is keeping up (explain their use at beg. Of workshop eg "so I don't have to stop to answer personal problems")
- I thought this was good. Maybe even less review.
- Nothing
- None
- Make funny examples! Keep interested for basics. Apply to workshop #2
- Figure out if anyone doesn't know excel, then if not, start more advanced
- It's a little hard to see what he's doing
- Short-cuts & diff. keystrokes to facilitate doing problems
- Slower at the end. Faster at the beginning.

### **11) Any additional comments?**

- Great job! Fun instructor and assistants were quick and responsive.
- Many people have told me that the first Excel workshop was too basic. I Disagree! I needed this! Thank you!
- I thought this was a solid and well paced intro. Look forward to stage II.
- Nope. Thanks for having the workshop!
- It was great and definitely helped refresh my skills with Excel
- N/A
- It was great! I thought I was already at the intermediate level but this workshop was really valuable. Clearly explained & well organized!
- Good teacher w/ a very friendly demeanor → no question seemed silly.
- Well paced! If you scheduled only 1 ½ hrs. more students probably would have come  
☺

- Good job, thanks!
- It was great
- Thank you!
- He covered a range of competencies very well.
- Thank you
- Great for really basic beginners
- Thanks! Good speed and very helpful!