

## POST INSTRUCTOR SYMPOSIUM 2010 – COURSE/INSTRUCTOR EVALUATION

TOPIC: Workshop #7: PowerPoint for Public Safety

INSTRUCTOR/FACILITATOR: Thomas Manson

- |   | Strongly Disagree |   |   | Strongly Agree |   |
|---|-------------------|---|---|----------------|---|
|   | 1                 | 2 | 3 | 4.7            | 5 |
| 1. This class was well designed (e.g., pacing, adequate time for Q & A).  |                   |   |   |                |   |
| 2. How are you going to apply what you learned in this module to your job?  |                   |   |   |                |   |
| • The best instructor. He was knowledgeable, professional, funny  |                   |   |   |                |   |
| • Daily   |                   |   |   |                |   |
| • Great info  |                   |   |   |                |   |
| • Upgrade my presentations  |                   |   |   |                |   |
| • Incredible! Who thought I could learn PowerPoint without doing it in class  |                   |   |   |                |   |
| • The ability to add PowerPoint to training and to assist my current instructors.   |                   |   |   |                |   |
| • New techniques  |                   |   |   |                |   |
| • Not much I expected to learn more   |                   |   |   |                |   |
| • Definitely. Lots of PowerPoint techniques were provided. Learned new techniques for Office 2007   |                   |   |   |                |   |
| • Will be applying to projects at work.   |                   |   |   |                |   |
| • Already have new awareness and technological skills using PowerPoint  |                   |   |   |                |   |
| • I will improve my PowerPoint presentation with what I learned   |                   |   |   |                |   |
| • This has greatly enhanced my ability to use PowerPoint. I have endured many dismal presentations, and as a result avoid them. I can see now that PP can be very effective tool- Splash screens "ooohhhh!" |                   |   |   |                |   |
| • Instructor taught nothing. Should have been hands on as we were told. Spoke of subject matter.  |                   |   |   |                |   |
| • Practice applications for all classes   |                   |   |   |                |   |
| • Nice presentation skills and technical shortcuts- best presentations at the conference. Hands down!!  |                   |   |   |                |   |
| • Incredible information and resources great presentation skills  |                   |   |   |                |   |
| • Shorten the time to write my analysis of my cases much faster and enjoy it so much more. Feel more confident in my presentations.   |                   |   |   |                |   |
| • Better use of PP in my presentations  |                   |   |   |                |   |
| • Make use of the splash screen and create presentations in word  |                   |   |   |                |   |
| • Going to try harder with PP   |                   |   |   |                |   |
| • I will be able to do PP's faster during tactical briefs.  |                   |   |   |                |   |
| • Make better PP presentations using animation and easy methods shown to rapidly make slides  |                   |   |   |                |   |
| • Immediate implementation of "splash" screen production for presentations  |                   |   |   |                |   |
| • When I present my PP during search warrants.  |                   |   |   |                |   |

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- Awesome
- I work a training unit and use PP as an aid
- Am going to start working on new PP's for my ID as soon as I get home. I've been doing it the old wrong way before. Not I will incorporate motion slides into my presentations.
- With the information provided by Thomas, I can debunk the term "death by PP". I will work harder to explore and implement these new techniques as well as learn and use PP. my classes will be livelier with PP
- Be able to put together a PP presentation for the students
- To my presentation/PP. Learned some new skills which will help me in the future.
- Will be able to create PP shows to better teach my students
- Will incorporate some items into my cases
- I use PP all the time
- Excellent class!! Instructor uses simple easy techniques to assist you for PP. I took this course last year and enjoyed it again this year. Highly valuable as a tool for the instructor
- Class is outstanding applies to teaching in my current assignments.
- "Death to PP" busted myth. Take this class.
- Using PP more effectively
- This will help me bring my training to the next level
- I will be able to use everything. My PP will definitely be better. Learned some good shortcuts.
- Splash screens for class-I'm going to completely redo my class presentation
- I'm going to improve my PP
- The best of the week! I learned so much (and I know PP) that I will use in my job!
- This is one of the most informative classes I have taken thus far. The material has made PP easier and everything presented was very, very practical. I wish there was a part 1, 2, and 3 as there was much more to learn and learning was made easy and I wanted to get more but there was only one class listed
- Tom is awesome
- Really, not much. It was truly designed for highly specialized law enforcement purposes, and while the instructor was engaging, it didn't really have much to offer the non-sworn trainer.
- Definitely will be able to use PPT faster
- As both an instructor and a detective I can apply the skills learned to aid instruction/presentation. Had no idea how good PPT could be
- Directly applicable- will use this in PPT in the future
- I will use the techniques I learned and apply it when I redo and update LD43 (terrorism and incident command)
- Enhance my PPT presentations

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- I need to rewrite some aspects of my PPT's
- Use intro to animation in PPT in building PPT presentations
- Excellent class!
- Splash page- organize all that mess on my computer
- I can't wait to start making PPT's
- More interactive PPT
- I will be creating interactive and animated PPT to help my learners grasp my teaching topic better than static informative slides.
- Assist in instruction and tactical briefings
- This is really a jump off point to see what is possible. There is so much I want to learn now
- Splash screen method of organization
- I am going to use the tools and techniques to great effect during training
- Rethink "animation" and use of flash screens and timelines
- Make PPT's more exciting and interactive
- Redesign PPT
- Took away many tricks/tips to use with PPT started working on one in class
- Excited about attempting these new easier procedure. Hopefully, use PPT presentations more often.
- Presentations for war service in-service training
- I will apply animation and splash screen when I update my PPT
- Diversity in presenting/animation
- Outstanding!
- Too many to list
- Class could have provided more hands on involvement perhaps through 4 different classes focused on 1 skill on PPT or a 2 part class (part 1- one factor of PPT, part 2 how to do these things-hands on with our own computers). Instructor covered a lot of the same material as last year, but class focus on one skill was better and more effective than teaching a little bit of everything. Great job incorporating student animation ideas.
- Better presentations
- I will incorporate custom animations into my PPT presentations
- Fantastic, will use this skill set in military and police training!!!
- If I go back to a teaching/training environment I will see what will happen
- I am going to make some awesome PPT's that look better, grab attention and are better organized
- Build a better overview, expanded course outline. I can build better "splash screens".
- Definitely

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- His skill and knowledge show through- one of the few professional people I would pay to attend a multi-day session
- Use to make better presentations
- Will be able to use some of the tips presented right away
- Provide ,ore animations and movie clips in PPT to eliminate switching back and forth between programs
- Splash screen video capture and insertion into PPT
- Feeling more confident that I can develop a PPT presentation
- Outstanding tools that can be used quickly and effectively in constructing PPT
- Opened my eyes to how I can more effectively employ animated presentations

	Strongly Disagree			Strongly Agree	
3. The instructor/facilitator used good presentation/training skills.	1	2	3	4.8	5
4. The instructor/facilitator appropriately involved participants.	1	2	3	4.7	5
5. Your thoughts on this module:					
• Great class					
• This class was taught as 3 different classes which made it difficult to attend other seminars. I would recommend Tom do the same class or offer 3 different, beginner, intermediate and advanced.					
• Very helpful					
• Sure would like to see more of him					
• Great class bring back next year					
• Make into 2 day class					
• Tom provided additional materials and links to his website					
• My expectation was to use my laptop and learn more on how to CREATE PowerPoint effectively hands on.					
• Best instructor of the symposium. Needs to be invited back next year.					
• Tom did a great job with his instruction. I was able to follow his instruction very easily. I attended 2 of his classes because it was so good					
• Great! want more					
• Thom kept us all engaged and the time flew past. I look forward to seeing him next year.					
• Horrible					
• All modules should be the same and have the same content. The class was very informative.					
• It would be great to have a beginners and advanced level for technical backgrounds- should have him back next year for sure! Next year do 3 hr. sessions with multiple topics- entire animations session, timeline session, etc.					
• Advanced topics would be even better					
• Wonderful- I wish we had more time. Tom had great personality, was open and high energy.					

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- There was a lot of material that wet the appetites of attendees. A 3 hour block shows what is possible and a demo of how to make PP easier and more powerful
- Extremely helpful info. Will take some study and practice set it is great stuff to know
- The instructor was obviously a master at the use of PP and a fantastic communicator. However, easy-to-apprehend demonstrations were just out of reach. It was a great presentation as to what PP can do but we left with very little actual new skills.
- Would have loved to have had 5 min. on my computer with him!!!
- This module had very useful information
- Instructor was very knowledgeable but wasted considerable time doing non-PP related activities. Instructor said PM sessions would be hands on and to bring your own PCs, then gave users no time for hands on working with PP.
- Great!
- Great instructor and class
- Awesome class- instructors knowledge is phenomenal. Great sense of humor.
- Might want to structure it like "tactical video" in 3 parts. A lot of info.
- Outstanding- a tremendous amount of material for 3 hrs. I wanted to attend the 2<sup>nd</sup> class but it was full (this guy is the best/he really knows his stuff)
- This module was great. Tome Manson is truly a master instructor. He knows his material, he handles his class like an expert, and he's a great listener. I think this module needs more time which could give students and opportunity to go hands on a computer as they learn how to use the program.
- The instructor has a very good knowledge of the PP. however he is not consistent in his daily presentations.
- Great job Thomas. Will take every time you present
- Great workshop! Just right for everyone in the class
- Truly the best! Well worth the time and money Post spent. Thank you hope to take this class again
- Thomas is a very good presenter. However most of his class time was spent showing what PP can do. There was discovery in that area but no involvement. His hand outs did not give any more insight as to "how to do" anything he was showing. There was very little difference in level 1 and 2
- I would like to see a hands on session with our lap tops and work on a project
- Great!!!
- I've been waiting another year to attend this session. I wish Post would provide a trainer to trainer course taught by Mr. Manson. This was one of the best seminars I attended.
- I wish it was a 16-24 hour class!
- Need to tell students that each session was a different class with different material being taught. I might have considered signing up for more than one session seeing there was different information presented in each class.

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- Very funny and dynamic I learned a lot but probably not a good class for someone with no PP knowledge
- Wish I had taken more of Tom's classes
- More, more, more!
- Think there need to be a Part 1 2 and 3. I was very impressed and learned a lot. Handouts very helpful
- He was good for the primary audience. But not for someone like me, who wanted to enhance his PP skills. If one was not a cop, one was a square peg in this class
- I would have liked to be able to use my own computer to see if I could replicate what he had just done-therefore if I had questions.
- One of the best modules I attended. Not only is the info and skills learned/required invaluable, the instructor was fantastic. Maybe PP I, II, and III like the video course.
- Outstanding
- Absolutely necessary to create and present a successful block of instruction
- Fantastic. Great info. Bring him back. Need more time.
- A real eye opener. Made me rethink my PPT presentation. Realize I'm not getting most out of my PPT
- Good intro class
- All lecture-no student involvement
- Thomas was my kind of instructor. Knowledge and humor!
- This instructor ROCKS! We need a 3 day class. Not enough time. Very good presenter.
- Would have been good to know in advance that each session was on different topics of PPT presentations. 1-intro. 2-splash screens/timelines 3-animations 4-hands on
- Outstanding
- Instructor really provide access to resources. The two day class would make a great offering by Post.
- Remarkably effective and useful. Very useful!
- I thought that this instruction needed to be longer. I thought the instruction was powerful and useful. I attended twice and both sessions were different and useful. They should be continued!
- Really well organized
- This module should be offered in 3 phases. A lot of information can come from this course, but I would have liked more time.
- Very energetic and extremely knowledgeable about PPT. he will be a great future resource for me
- This is one class that needs more time. So many things were covered so quickly that I'm going to remember it all. Also each segment was different but not listed as such. Perhaps running it like a video class. Pt. 1 2 and 3 with prerequisite knowledge abilities.
- Excellent, outstanding, informative, clever, brilliant, creative
- Lots of info- at least was interesting

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- Great class, probably the best I attended. Thomas was a good instructor he had a lot of enthusiasm for the class. Really good interaction. Made me feel that I can have good PPT presentations
- Amazing!
- This was by far the best course and REALLY hope Manson will come back next year
- This should be Post certified course
- Excellent instructor! He has great ability to connect with the class
- Outstanding- attended 2 sessions
- Outstanding training
- Moved very quickly but was very responsive to questions and requests. Since it was customized to the group (That's good) not easy to have handouts specific to what was covered (bad)
- Great presentation skills. Very engaging and an expert of using humor
- I finally figured out the difference between a "hyperlink" and "action" button. Strongly suggest bringing him to next instructor symposium
- Excellent. Did not know how much there was to do with PPT and all the shortcuts.
- I got more out of this module that I did last year. Tom makes me hungry to work with PPT better
- Awesome. I strongly recommend every officer to take this course.
- Refresher information from last year
- Wished that class had been advertised as part I, II, and III etc. instructor kept referring to what he would do in the afternoon session, tomorrow, etc. I would have like to sign up for more.
- Class was very motivating held my interest. Instructor very knowledgeable held the interest of the class. Encouraged me to want to learn more
- Excellent instructor. Has the skills to provide instruction in an understandable manner.
- Fast paced- excellent material- I just need to practice!
- Very relevant
- Great instruction on showing how PPT can be done via ms word. WOW!
- This guy and his class are a keeper. Couldn't get enough. Outstanding presenter relates very well and immediately to the students.
- Thomas' sense of humor was perfectly tailored to what would otherwise been somewhat dry topic. He was the perfect combination of skills to teach this topic.