

Conclusion

I. Review Session

The purpose of the final review session is to cover items that have been poorly understood by the participants and need further explanation and to present material that for some reason has been omitted during the course. If the answers to the problems have not been reviewed, that material should also be covered in this session. For general review of the material, three approaches are suggested:

- A. Questions from the participants to the instructors, chapter by chapter.
- B. A "participants-only" session in which they discuss the topics among themselves and make up a list of questions for the instructors to answer later.
- C. If report assignments have not been discussed, the participants can present summaries of their findings and thus present plenty of opportunity for review.

The first approach is the simplest, but many participants may be reluctant or embarrassed to ask some questions with the instructors present. The second approach works well in this case. Give the participants a minimum of 1 hour with an appointed recording secretary. The instructors can be called back for the answer session. The third approach can be used if the

assignment reports have not been presented at another time. It is also a good way to review if time becomes limited.

II. Course Evaluation

If an evaluation of the course is desired, the general evaluation questionnaire of the USDA's Office of International Cooperation and Development (OICD), or a similar instrument, may be distributed. If a test on subject matter is desired, a separate test must be assembled. The appendix contains the OICD questionnaire.

III. Closing Ceremony

Closing ceremonies are a "must" in most countries, allowing for speeches and platitudes from local administrators and heads of institutions. Some sort of certificate for the participants is also necessary because many of them must show proof of attendance when they return home. Time must also be allowed on the program for a spokesperson from the participants to say a few words. The agenda and choice of speakers should be left up to the local administrator or person in charge of local arrangements.