



FIH COACHING COURSE REPORT

FIH DEVELOPMENT AND COACHING COMMITTEE

*To be completed by the **Course Conductor** and returned to FIH within 20 days of the conclusion of the course. Please attach relevant photographs and other information concerning the event.*

COURSE INFORMATION

<p>1- Course Title</p> <input style="width: 95%; height: 20px;" type="text"/>	<p>2- Course Code</p> <table border="1" style="width: 100%; height: 20px; border-collapse: collapse;"> <tr> <td style="width: 15%;"></td> <td style="width: 15%;"></td> <td style="width: 15%;"></td> <td style="width: 15%;"></td> <td style="width: 15%;"></td> <td style="width: 15%;"></td> </tr> </table>																		
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<p>4- Course Category</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding: 2px;">HIGH PERFORMANCE</td> <td style="text-align: right; padding: 2px;"><input type="checkbox"/></td> </tr> <tr> <td style="padding: 2px;">DEVELOPMENT</td> <td style="text-align: right; padding: 2px;"><input type="checkbox"/></td> </tr> <tr> <td style="padding: 2px;">YOUTH COACHING (YEAR OF THE YOUTH)</td> <td style="text-align: right; padding: 2px;"><input type="checkbox"/></td> </tr> <tr> <td style="padding: 2px;">SPECIAL COURSE</td> <td style="text-align: right; padding: 2px;"><input type="checkbox"/></td> </tr> </table>	HIGH PERFORMANCE	<input type="checkbox"/>	DEVELOPMENT	<input type="checkbox"/>	YOUTH COACHING (YEAR OF THE YOUTH)	<input type="checkbox"/>	SPECIAL COURSE	<input type="checkbox"/>	<p>5- Level of Course</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding: 2px;">BASIC</td> <td style="text-align: right; padding: 2px;"><input type="checkbox"/></td> </tr> <tr> <td style="padding: 2px;">ADVANCE</td> <td style="text-align: right; padding: 2px;"><input type="checkbox"/></td> </tr> <tr> <td style="padding: 2px;">ELITE</td> <td style="text-align: right; padding: 2px;"><input type="checkbox"/></td> </tr> <tr> <td style="padding: 2px;">OTHER</td> <td style="text-align: right; padding: 2px;"><input type="checkbox"/></td> </tr> </table>	BASIC	<input type="checkbox"/>	ADVANCE	<input type="checkbox"/>	ELITE	<input type="checkbox"/>	OTHER	<input type="checkbox"/>		
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<p>10- Venue Details:</p> <p>a. Country</p> <input style="width: 95%; height: 20px;" type="text"/> <p>b. City</p> <input style="width: 95%; height: 20px;" type="text"/> <p>c. Place (town, premises)</p> <input style="width: 95%; height: 20px;" type="text"/>																			

d. Venue Address (Theory Session)

e. Venue Address (Practical Session)

11- Was any Hockey Event taking place during the course

Yes

No

If Yes, name the event/tournament

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PARTICIPANTS DETAILS

1- Number of Participants

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2- Participant's level of expertise

3- Remarks and Suggestions

Please attach the list of the participants

CONDUCTOR'S INFORMATION:

1- Number of Conductors

2- Conductor's Name

3- Address

4- Telephone (Office)

5- Telephone (Home)

6- Mobile

7- Fax

8- E-mail Address

9- Relevant Biographical data
 (Please attached details)

10- Conductor's Arrival Date
 Day Month Year

11- Conductor's Departure Date
 Day Month Year

12- Length of Travel time: days/hours

13- Arriving From:

14- Departing To:

NOTE: If more than one conductor are involved in the course, please fill-in separate “**Conductor Information**” sheet for each conductor and attach it with the report.

LANGUAGE

- 1- Language in which the course is conducted
- 2- Interpretation Required Not Required
- 3- Interpretation Facilities at the course venue
 Available
 Not Available
- If Available: Was the interpretation
 Excellent Satisfactory Unsatisfactory Poor
- 4- Number of languages in which interpretation was available
- 5- List the language/s in which interpretation was available

1	<input type="text"/>
2	<input type="text"/>
3	<input type="text"/>

Please add your comments at the end of this report.

COURSE PROGRAMME

Summary of Program Contents

Please attach your official programme

COURSE VENUE FACILITIES:

- 1- Conference Room Facilities (please check):

No	Equipment List	Available	Not Available	Used
1	Computer			
2	Over Head Projector			
3	Multimedia Projector			
4	White board			
5	TV			
6	VCR/VCD/CD			
7	Power Point Software			
8	Others (please Specify)			

- 2- Ground Facilities (please check):

No	Equipment List	Available	Not Available	Used
1	Artificial Surface			
2	Training aids (ball etc.)			

- 3- Refreshment Arrangement:

During Theoretical Sessions:

 Excellent Satisfactory Unsatisfactory Poor

During Practical Sessions:

 Excellent Satisfactory Unsatisfactory Poor

- 4- Accommodation Facilities:

	Excellent	Satisfactory	Unsatisfactory	Poor
Hotel	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Food	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Local Transport Services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

- 5- REMARKS:

SOCIAL ACTIVITIES

- Opening Reception
 Farewell
 Award Ceremony
 Others

COURSE EVALUATION REMARK

- 1- Problems Encountered / Comments / Recommendations for Future courses:
(Please describe)

CERTIFIED AS A TRUE STATEMENT:

Signature of expert

Place:

Date:

Note:

After the completion of the course, the conductors should submit this report describing the fact sheet of the course, different activities, participants' performance, course organisation etc. The conductors should completely fill-in the course evaluation report forms, where ever necessary, support your report with descriptive documents.

Suggest, what in your opinion should be included and/or excluded from such events in future, for example length of the course, topics covered, number of participants etc. Snapshots of various activities during the course must also be submitted together with evaluation report. Get feedback from participants as well and include in your report (FIH will also provide separate evaluation forms for the participants). Your report should also include list of the participants.

The summary and/or key points from your report together with the photographs will also be posted on FIH's web site as it would be interesting to learn from your experience. Your report should reach the FIH office within 20 days after the completion of the course.

On behalf of Theo Ykema, Chairman of FIH Development & Coaching Committee we appreciate your contribution to this course and looking forward to your future commitments to FIH coaching activities.

If you need further assistance, please contact Mrs. Catherine Tummers, FIH Administration Manager or Tayyab Ikram, FIH Coaching Projects Manager at the FIH office Brussels.

Tel: 32-2-2194537 Fax : 32-2-2192761