

# AICI CERTIFIED IMAGE MASTER CANDIDATE CLIENT EVALUATION

***Candidate please complete:***

Name of AICI CIM Candidate:
Name of Evaluator:
Email of Evaluator:
Phone Number of Evaluator:
Date(s) of service:
Duration and # of sessions:

***To the Evaluator:***

Please help me by taking a few minutes to fill out this Client Evaluation form as part of my Certified Image Master (CIM) candidacy with the Association of Image Consultants International (AICI).

There are two ways you can submit the evaluation a.) by postal mail or b.) by email.

- a.) Postal Mail - Please place the completed form in the **stamped addressed envelope** provided. Please seal the envelope. Write your name and CIM Evaluation on the envelope flap and send it to me. The envelope will remain sealed until opened by the AICI CIM External Reviewers. I will not read your evaluation.
- b.) Email - Please send the completed evaluation form electronically to [aicicim.externalreviewers@gmail.com](mailto:aicicim.externalreviewers@gmail.com) Indicate that the evaluation is for me.

Evaluator's Signature \_\_\_\_\_ Date \_\_\_\_\_



# CLIENT EVALUATION

## 1. Consulting or Program Materials

	Agree	Neutral	Disagree	N/A
Manuals and materials were of a professional standard.				
Manuals and materials clearly followed and enhanced the presentation/consultation.				
Manuals/workbooks/handouts were appropriate to the area of study/consultation.				
Materials and visual aids were used effectively and were easy to follow.				
Flip-chart, board work and online visuals were clear.				
Equipment, materials and visual aids were current and useful				

## 2. Information Provided

	Agree	Neutral	Disagree	N/A
Was easy to understand				
Was well-organized				
Was reinforced with examples				
Was well-suited to the level of the audience/consultation				
Was appropriate to my/the group's needs				
Met my/the group's expectations				

### 3. Consulting / Teaching / Facilitation / Speaking Abilities

The Candidate:	Agree	Neutral	Disagree	N/A
Was professional and enthusiastic				
Explained the outcomes for the session				
Achieved all the stated learning outcomes				
Explained concepts and steps clearly				
Demonstrated a thorough and practical knowledge of subject matter				
Used examples and visuals effectively				
Encouraged me/the group to participate				
Responded well to questions				
Encouraged me/the group to apply the information learned				
Managed the time effectively				
Explained jargon and used terminology effectively				

#### 4. Results Obtained and My Experience of the Session

As a Result of the Seminar, Workshop, Speech, Event, Program, Consultation:	Agree	Neutral	Disagree	N/A
I am able to solve or handle the identified issues and needs				
My understanding of options and strategies is expanded				
My overall self-confidence is enhanced				
I am more aware of my impact and influence on others				
I am able to implement the skills that I have learned with confidence				
I have improved my skills in: Image				
I have improved my skills in: Presentation				
I have improved my skills in: Non-Verbal Communication				
I have improved my skills in: Verbal Communication				
I have improved my skills in: Professional Development				
I have improved my skills in: Etiquette				
I have improved my skills in: <i>(Other areas: please specify)</i>				

**5. Professional Practices / Ethics**

<b>The Candidate:</b>	Agree	Neutral	Disagree	N/A
Returned messages in a timely fashion				
Was punctual or, if delayed, communicated appropriately				
Was responsive to my concerns, problems or issues				
Provided valuable insight, analysis of and understanding of my questions				
Took care of details				
Completed assignments and responsibilities in a timely manner				
Demonstrated excellent organizational and follow-up practices				
Demonstrated ethical and professional behavior				
Had clear and professional voicemail and e-mail messages				

**6. Appearance**

<b>The Candidate's appearance:</b>	Agree	Neutral	Disagree	N/A
Was appropriate at all times				
Was well-groomed				
Exhibited makeup, clothing, hair and body language appropriate for a high-level consultant				
Please add Comments:				