

Fold each printed sheet in half lengthwise. The left side of the document will list the term and the right side will list the definition. Tape or staple the open edges of your flashcards. Cut out your flashcards on the solid lines indicated and fold them on the dotted lines.

Module 7
Section A: Stakeholder Engagement and Collaboration Tools

Term
Stakeholder

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A person who is affected by or that has influence on an activity or its outcome; also includes a person or entity *with an interest* in an activity or project.

Module 7
Section B: Project Management & Change Management Fundamentals

Term
Project charter

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A brief document that adds formality to the project process, sets the scope of the project, identifies a project manager and invests that person with budget and staffing authority, discusses high-level risks and assumptions, and sets budget and resource constraints.

Module 7
Section D: Teaching Quality to Others

Term
Formative evaluation

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A training evaluation conducted during the planning of an educational session to provide immediate feedback and to allow appropriate changes to be made.

Module 7
Section D: Teaching Quality to Others

Term
In-service training

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Formal and/or informal work-related systematic training delivered on site in a group training session by the employer to provide continuing professional development related to HCP knowledge, skills, and behaviors.

Module 7

Section D: Teaching Quality to Others

Term

Summative evaluation

A training evaluation that occurs after a program is completed to determine impact and overall effectiveness.