|  |  |
| --- | --- |
| Employee Name: | Employee Job Title and Program: |
| Organization Providing Training and Name of Training Attended: | Main Focus/Topic(s) of Training: |
| **For the Following Questions, Please Circle the Response Option that Best Reflects Your Evaluation of the Training Attended.** |
| Overall, how would you rate this training? 1=Not Satisfied 2=Somewhat Satisfied 3=Satisfied 4=Highly Satisfied 5=Exceeded All ExpectationsWere you satisfied with the amount of time spent in this training – was it time well-spent? 1=Not Satisfied 2=Somewhat Satisfied 3=Satisfied 4=Highly Satisfied 5=Exceeded All ExpectationsWere you satisfied with the amount of material covered? 1=Not Satisfied 2=Somewhat Satisfied 3=Satisfied 4=Highly Satisfied 5=Exceeded All ExpectationsWere you satisfied with the quality of the material covered? 1=Not Satisfied 2=Somewhat Satisfied 3=Satisfied 4=Highly Satisfied 5=Exceeded All ExpectationsWere you satisfied with the way the material was presented? 1=Not Satisfied 2=Somewhat Satisfied 3=Satisfied 4=Highly Satisfied 5=Exceeded All ExpectationsDo you feel you have a better understanding of the main focus/topic of the training? 1=Not Satisfied 2=Somewhat Satisfied 3=Satisfied 4=Highly Satisfied 5=Exceeded All ExpectationsDid you feel the training was relevent to your job? Not at all Somewhat Very Much Were there opportunities to interact with other attendees? Not at all Some ManyIf applicable, were there opportunities to practice what you learned? Not at all Some ManyWere there opportunities to participate? Not at all Some ManyDid the training keep your interest? Not at all Somewhat Very MuchWould you recommend this training to others? No Some May Find It Beneficial Yes, I would highly recommend |
| What did you enjoy most about the training? |
| What is the most valuable thing you learned at the training (knowledge or skills)? |
| What did you learn during the training that you anticipate using in your work? |
| Is there anything you would recommend changing about this training. If you answer yes, be specific with your suggestions. |
| Now that you have completed this training, is there any additional training you would find helpful? |
| Do you have any other specific comments? |