
Training Evaluation Form Questions

Participant Information

- What is your name?
- What department do you work in?
- What is your job title?
- How long have you been with the organization?

Training Specifics

- What is the title of the training you attended?
- Who was the trainer/facilitator?
- On what date did the training take place?
- What was the duration of the training?

Objectives and Content


- Were the objectives of the training clearly defined?
- How relevant was the content to your job role?
- Was the training content organized and easy to follow?
- Did the training provide valuable insights and knowledge?

Training Delivery

- How would you rate the effectiveness of the trainer?
- Was the trainer knowledgeable about the topics covered?
- How well did the trainer engage with the participants?
- Were there opportunities for questions and discussions?

Materials and Resources

- Were the training materials (handouts, digital content) helpful?
- How would you rate the quality of the training materials provided?

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- Did the training utilize any practical or hands-on activities?
 - Were the resources accessible and useful for future reference?

Learning Environment

- Was the training venue suitable and comfortable?
- How conducive was the environment to learning?
- Were the technical facilities and equipment adequate for the training needs?

Outcome and Application

- To what extent do you feel able to apply what you have learned?
- Has the training improved your skills or knowledge in a specific area?
- What action plans or steps will you take to apply the training in your work?

Overall Satisfaction

- How satisfied are you with the overall training experience?
- What did you like most about the training?
- What aspects of the training could be improved?

Recommendations and Feedback

- Would you recommend this training to your colleagues?
- Are there any topics or areas you suggest for future training?
- Do you have any other comments or feedback about the training session?