Training evaluation questionnaire

(Name of training session)
(Date)

Was the training content what you expected?    Y N
Was the size of the group appropriate?    Y N
Did the methods of instruction keep you interested in the topic?    Y N
Could you see and hear the presentations clearly?    Y N

Please rate the quality of the instruction.  1 2 3 4 5
(1 = unacceptable; 5 = outstanding)

How suitable was the mix of presentation versus activities?  1 2 3 4 5

Please rate the following the qualities of the instructor’s delivery:
(1 = unacceptable; 5 = outstanding)

<table>
<thead>
<tr>
<th>Quality</th>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
<th>5</th>
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<tbody>
<tr>
<td>Speed of delivery</td>
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<td>Level of content knowledge</td>
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<td>Organization and preparation</td>
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<td>Enthusiasm</td>
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<td>Ability to keep the group focused</td>
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Please provide any additional feedback for the instructor:
___________________________________________________________________________________________________
___________________________________________________________________________________________________

Did you learn anything new?    Y N
If yes, please provide details:
___________________________________________________________________________________________________
___________________________________________________________________________________________________

Do you have any suggestions to improve this course?
___________________________________________________________________________________________________
___________________________________________________________________________________________________

Name: ________________________________ (optional)

Thank you. We appreciate your feedback!