

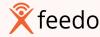
CONTENTS

<u>General Satisfaction</u>	3
<u>Content Quality</u>	4
<u>Trainer Effectiveness</u>	5
<u>Learning Outcomes</u>	6
<u>Logistical Aspects</u>	7
Feedback for Future Trainings	8



GENERAL SATISFACTION

- How would you rate the overall training experience? 1.
- Was the training's duration sufficient to cover all topics? 2.
- 3. Was the training location convenient for you?
- Was the environment conducive for learning? 4.
- Were the training dates and times suitable for you? 5.
- Did you find the training valuable for your professional development? 6.
- Were your expectations for the training met? 7.
- Would you recommend this training to others? 8.
- 9. How can we improve your overall training experience?
- Will you apply what you learned in this training to your work?





- Was the training content relevant to your job role? 1.
- Did the content cover all the necessary aspects of the topic? 2.
- 3. How would you rate the quality of the training materials?
- Was the content updated with the latest information? 4.
- Did the content help you understand the topic better? 5.
- Was the depth of content appropriate? 6.
- Were the objectives of the training clear and well defined? 7.
- Were there enough practical examples used in the training? 8.
- 9. Were the key points clearly highlighted in the content?
- Did the training content stimulate your interest in the topic?

TRAINER **EFFECTIVENESS**

- How would you rate the trainer's knowledge on the subject? 1.
- Did the trainer communicate the content effectively? 2.
- 3. Was the trainer approachable for questions and discussions?
- Did the trainer make good use of the training time? 4.
- Did the trainer provide constructive feedback? 5.
- Did the trainer create an engaging learning atmosphere? 6.
- Did the trainer use a variety of teaching methods? 7.
- Did the trainer manage the group well? 8.
- 9. Did the trainer answer your questions satisfactorily?
- How could the trainer improve their delivery?

LEARNING OUTCOMES

- How confident do you feel in applying the skills learned in your 1. job?
- 2. Do you feel that you can perform better at your job after the training?
- Have you learned new skills or knowledge that you didn't have 3. before?
- How well did the training meet your learning objectives? 4.
- 5. How likely are you to use the training materials as a reference in the future?
- Did the training broaden your perspective on the topic? 6.
- **7**. Did the training increase your interest in further learning?
- Has the training helped you identify areas for further development? 8.
- Do you feel better prepared for your role after this training? 9.
- 10. What was the most valuable thing you learned during this training?

6

LOGISTICAL **ASPECTS**

- Were the facilities (e.g., restrooms, refreshments, seating) 1. satisfactory?
- 2. How would you rate the technology used during the training (projector, audio system)?
- Did the training start and end at the scheduled time? 3.
- Were you given adequate breaks during the training? 4.
- 5. Did you receive all the necessary information (like agenda, location, timings) before the training?
- How would you rate the registration process for the training? 6.
- Were any required materials or resources readily available? 7.
- Did you find the sign-in process smooth and quick? 8.
- Were you comfortable with the room temperature and lighting? 9.
- Were there any logistical aspects of the training that could be improved?

FEEDBACK FOR **FUTURE TRAININGS**

- What topics would you like to see covered in future trainings? 1.
- Would you be interested in advanced-level training on the same 2. topic?
- What could we do to make future trainings more engaging? 3.
- What other training formats (like webinars, workshops, online 4. courses) would you be interested in?
- What changes would you suggest for future trainings? 5.
- Are there any other trainers or experts you'd like to hear from in the 6. future?
- What is the ideal duration for a training session, in your opinion? 7.
- Are there any aspects of this training you would like to explore 8. further?
- How frequently would you like to have such training sessions? 9.
- What are some methods we could use to improve the practicality 10. of future trainings?

8