

Thanks for Downloading our Free Tool!

There are lots of easy ways to collect feedback on how your training session was received. This sample evaluation is for your use. Customize the questions or use them as is!

Usage Considerations

Next are a few ideas and considerations for collecting your feedback.

Use for any kind of learning event – in-person workshop, virtual training or webinar, or even a video meeting.

You can distribute the form as a hard copy or email it after a session. Or, you can share it as an attachment in an online meeting chat.

You could build the evaluation statements in an online survey tool – like SurveyMonkey – or push them out at the close of an online training session via your video conferencing tool.



Date(s) and Time(s):	Event:
Facilitator(s):	

Strongly Agree Agree Disagree Strongly Disagree

1. The content was clear and understandable.

Comments:

Strongly Agree Agree Disagree Strongly Disagree

2. The activities helped me to apply what I was learning.

Comments:

Strongly Agree Agree Disagree Strongly Disagree

3. The content was of value to my work.

Comments:

Strongly Agree Agree Disagree Strongly Disagree

4. The facilitator provided a quality learning experience.

Comments:



Strongly Agree Agree Disagree Strongly Disagree

5. The environment (in-person workshop, online session, etc.) created a positive learning experience.

Comments:

Strongly Agree Agree Disagree Strongly Disagree

6. I would recommend this event to others.

Comments:

What else would you like to share about your experience?