

Workshop Participant Feedback Form Sample Excel

The **Workshop participant feedback form sample Excel** provides a structured template to efficiently collect and analyze attendee opinions. This form helps organizers gather valuable insights to improve future workshops. Using Excel ensures easy customization and data management for enhanced feedback evaluation.

Sample Excel Feedback Form Layout

Participant Name	Email Address	Session Attended	Overall Rating (1-5)	What did you like most?	Suggestions for Improvement	Would you attend again?
Jane Doe	jane.doe@email.com	Workshop Module 1	5	Interactive activities	More time for Q&A	Yes
John Smith	john.smith@email.com	Workshop Module 2	4	Knowledgeable speaker	Provide handouts	Yes

Tips for Using the Excel Template

- Customize column headers according to your feedback goals.
- Use Excel drop-down lists for standardized ratings and session names.
- Enable data validation to ensure high-quality responses.
- Leverage Excel charts or pivot tables for feedback analysis.

Download: [Workshop Participant Feedback Form Sample \(Excel\)](#)