Training Evaluation Questionnaire

A **training evaluation questionnaire** is essential for measuring the effectiveness of employee development programs. It gathers feedback on program content, delivery, and outcomes to identify areas for improvement. This tool ensures that training initiatives align with organizational goals and enhance employee skills.

General Information

Name (optional):

[   ]

Department:

[   ]

Date of Training:

[   ]

Program Content

1. How would you rate the relevance of the training content to your job?

- ○ Excellent
- ○ Good
- ○ Average
- ○ Poor

Comments:

[   ]

Program Delivery

2. How would you rate the trainer's knowledge and delivery?

- ○ Excellent
- ○ Good
- ○ Average
- ○ Poor

Comments:

[   ]

Program Outcomes

3. Did the training meet your expectations?

- ○ Yes
- ○ No

Please explain:

[   ]

Suggestions for Improvement

What could be improved in future training programs?

Submit Evaluation