

# Training Session Feedback Evaluation Form

Use this **training session feedback evaluation form** sample to gather valuable insights from participants regarding the effectiveness and quality of your training. Collect constructive comments and ratings to improve future sessions. This form ensures a structured and efficient way to measure learner satisfaction and training impact.

## Participant Information

Name (optional):

Department/Team:

## Training Session Details

Session Title:

Date Attended:

## Evaluation

1. How would you rate the overall quality of the training session?

2. The training objectives were clearly defined:

- ☐ Strongly agree  
☐ Agree  
☐ Neutral  
☐ Disagree  
☐ Strongly disagree

3. How would you rate the knowledge and preparation of the trainer(s)?

4. The training materials and resources were helpful and well-prepared:

- ☐ Strongly agree  
☐ Agree  
☐ Neutral  
☐ Disagree  
☐ Strongly disagree

5. The training session met my learning expectations:

- ☐ Strongly agree  
☐ Agree  
☐ Neutral  
☐ Disagree  
☐ Strongly disagree

## Comments & Suggestions

What did you like most about the training session?

Suggestions for improvement:

Submit Feedback