

Training Evaluation Questionnaire

This **training evaluation questionnaire** is designed to assess the effectiveness of soft skills workshops by gathering participant feedback on content, delivery, and practical application. It helps facilitators identify strengths and areas for improvement to enhance future sessions. The questionnaire ensures a comprehensive understanding of the workshop's impact on participants' personal and professional development.

Participant Information

Name (Optional):

Department/Team:

Workshop Date:

Workshop Content

1. The workshop objectives were clear and well defined.

☐ Strongly Agree ☐ Agree ☐ Neutral ☐ Disagree ☐ Strongly Disagree

2. The content was relevant to my needs.

☐ Strongly Agree ☐ Agree ☐ Neutral ☐ Disagree ☐ Strongly Disagree

3. The materials were useful and easy to understand.

☐ Strongly Agree ☐ Agree ☐ Neutral ☐ Disagree ☐ Strongly Disagree

Facilitation & Delivery

4. The facilitator demonstrated expertise on the topics.

☐ Strongly Agree ☐ Agree ☐ Neutral ☐ Disagree ☐ Strongly Disagree

5. The facilitator encouraged participation and discussion.

☐ Strongly Agree ☐ Agree ☐ Neutral ☐ Disagree ☐ Strongly Disagree

Practical Application

6. I will be able to apply what I learned in my role.

☐ Strongly Agree ☐ Agree ☐ Neutral ☐ Disagree ☐ Strongly Disagree

7. The workshop improved my understanding of the soft skills discussed.

☐ Strongly Agree ☐ Agree ☐ Neutral ☐ Disagree ☐ Strongly Disagree

Overall Experience

8. Overall, I was satisfied with the workshop.

☐ Strongly Agree ☐ Agree ☐ Neutral ☐ Disagree ☐ Strongly Disagree

9. What were the strengths of the workshop?

10. What could be improved for future workshops?

Additional comments or suggestions:

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