

Virtual Training Attendance Log Form

This **virtual training attendance log form sample** helps efficiently track participant presence during online sessions. It ensures accurate record-keeping for trainers and administrators. Easily customizable to fit various virtual training needs.

Training Title:

Enter the training session name

Trainer/Facilitator:

Enter trainer's name

Date:

Start Time:

End Time:

Attendance Log

#	Participant Name	Email	Join Time	Leave Time	Present?	Signature / Confirmation
1.	<input type="text" value="Full Name"/>	<input type="text" value="Email"/>	<input type="text"/>	<input type="text"/>	<input type="button" value="Select"/>	<input type="text" value="Type or sign"/>
2.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="button" value="Select"/>	<input type="text"/>

Comments / Notes:

Any additional notes...

Save / Submit