

Employee Training Evaluation Form Sample

An **employee training evaluation form sample** is a valuable tool designed to assess the effectiveness of training programs. It helps organizations gather feedback on training content, delivery, and overall impact on employee performance. Utilizing this form ensures continuous improvement and alignment with organizational goals.

Employee Details

Name:

Department:

Email:

Date of Training:

Training Program Details

Training Program Title:

Trainer(s):

Evaluation

Please rate the following aspects of the training (1 = Poor, 5 = Excellent):

Criteria	1	2	3	4	5
Training Content	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Training Materials	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Trainer's Knowledge	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Trainer's Delivery	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Relevance to Job	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Open Feedback

What did you like most about the training?

Suggestions for improvement:

How will you apply what you learned?

Submit Evaluation