
Thank you for participating in our learning session(s). We hope that you found the lessons helpful as we try to set you up for success in your role with us.

We would like to ask for your feedback on our learning session(s) so that we can continue to improve and provide you the best training possible.

Program Objectives

The program objectives were clearly defined.

☐ Yes ☐ No ☐ N/A

The program objectives were covered by the facilitator.

☐ Yes ☐ No ☐ N/A

Course Content and Relevance

The material was the right level of complexity for my background.

☐ Yes ☐ No ☐ N/A

The course materials were well organized.

☐ Yes ☐ No ☐ N/A

Facilitator Knowledge and Effectiveness

The facilitator demonstrated a good understanding and effectively delivered the program material.

☐ Yes ☐ No ☐ N/A

The facilitator shared his/her experiences with the participants to be able to relate to the content being discussed.

☐ Yes ☐ No ☐ N/A

The facilitator did a good job of generating participant interaction while keeping it a safe learning environment.

☐ Yes ☐ No ☐ N/A

The pace of the program was good.

☐ Yes ☐ No ☐ N/A

The duration of the learning session was appropriate for the content objectives and complexity.

☐ Yes ☐ No ☐ N/A

The breaks were spaced at the right times during the session(s).

☐ Yes ☐ No ☐ N/A

☐ Yes ☐ No ☐ N/A

Facility

The training area had adequate lighting.

☐ Yes ☐ No ☐ N/A

The temperature was comfortable and conducive to have a learning session.

☐ Yes ☐ No ☐ N/A

The participants had access to a computer and/or tools to simulate and have kinesthetic practice.

☐ Yes ☐ No ☐ N/A

Final Thoughts

What did you like the most about the learning session(s)?

Enter text

Please share your final thoughts on the learning session(s) and/or facilitator

Enter text

Completion

Full Name and Signature of Employee (optional)



Please note that this checklist is a hypothetical example and provides basic information only. It is not intended to take the place of, among other things, workplace health and safety advice; medical advice, diagnosis, or treatment; or other applicable laws. You should also seek your own professional advice to determine if the use of such checklist is permissible in your workplace or jurisdiction.