

Training Evaluation - Example Questions

At the end of a course and 3/6 months later by the delegate and the delegate's manager

Standard information to be captured in all cases:

Course Title	Month/Year attended	Delegate's Name	Department	Manager's Name
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	Level 1 Evaluation Reaction Evaluation by delegate at end of the course	Level 2 / 3 Evaluation Learning / Performance Evaluation by delegate 3 / 6 months after the course	Level 2 / 3 Evaluation Learning / Performance Evaluation by delegate's manager 3 / 6 months after the course
Q1	Has this course enhanced your knowledge / skill? Give specific examples if at all possible.	Did this course enhance your knowledge / skill? Give specific examples of enhanced knowledge / proficiency.	Did this course enhance your delegate's knowledge / skill? Give specific examples of enhanced knowledge / proficiency.
Q2	Do you think that you will be able to apply the knowledge / skills gained from this course?	To what extent have you been able to apply the knowledge / skills gained from this course?	To what extent has your delegate been able to apply the knowledge / skills gained from this course?
Q3	What support will you need back at work?	Have you received the necessary support back at work?	Was there any support you needed to provide to facilitate this?
Q4	Which aspects of the course do you think will be of most value to you in your work?	Which aspects of the course have proved to be of most value to you in your work?	Which aspects of the course have proved to be of most value to your delegate in his/her work?
Q5	Do you think that it will improve your results? Be as specific as possible about which results might be improved.	If at all possible, provide specific examples of improved results:	If at all possible, provide specific examples of improved results:
Q6	Do you feel that the course objectives were met?	Do you feel that the course objectives were met?	Do you feel that the course objectives were met?
Q7	Are there any aspects of the course that you feel should have been handled differently?	Are there any aspects of the course that you now feel should have been handled differently?	From what you know, are there any aspects of the course that you feel should have been handled differently?
Q8	Please rate the overall value of the course to you on a scale of 1-10: 1 2 3 4 5 6 7 8 9 10 Poor Excellent	With hindsight, please rate the overall value of the course to you on a scale of 1-10: 1 2 3 4 5 6 7 8 9 10 Poor Excellent	From your perspective, please rate the overall value of the course to your delegate on a scale of 1-10: 1 2 3 4 5 6 7 8 9 10 Poor Excellent
Q9	Do you think refresher training will be necessary? If so approximately how long after attendance on the course?	Do you think refresher training will be necessary? If so approximately how long after attendance on the course?	Do you think refresher training will be necessary? If so approximately how long after attendance on the course?
Q10	Do you have any other general comments about this course?	Do you have any other general comments about this course?	Do you have any other general comments about this course?