

Training course feedback form

Media Helping Media

You can set marks for these from 1-10 with 1 = poor and 10 = excellent.

The trainer

- How well prepared was the trainer?
- How well organised was the trainer?
- How good were the trainer's presentation skills?
- How clearly did they communicate?
- How well did they adapt to the needs of your group?
- How well did they know the subject?
- How much did they encourage questions?
- How much did they encourage discussion?
- How well did they keep the programme focused and on track?
- How well did they answer questions from the group?
- Did they provide valuable ideas?
- How well did they run exercises and activities?
- How well did they generate learning points from the activities and discussion?
- How challenging was the programme?
- To what extent did the programme make you think differently?
- How well did the trainer engage with the group?
- How interested was the trainer in the group?

The facilities

- How good were the communications about dates, directions, timings
- How clear were pre-course communications about content and topics to be covered?
- How clear were the objectives?
- Was the training room conducive to learning?
- Were there adequate training materials (slides and handouts)
- Did you have adequate tools to enable you to participate (pens, paper, charts etc)
- Were there enough breaks?
- Were you given a briefing on the facilities (washrooms, emergency exits)?
- Were there enough refreshments?

Relevance

- What did you learn that you will use in your day to day work?

Improvements

- How could the training have been better?