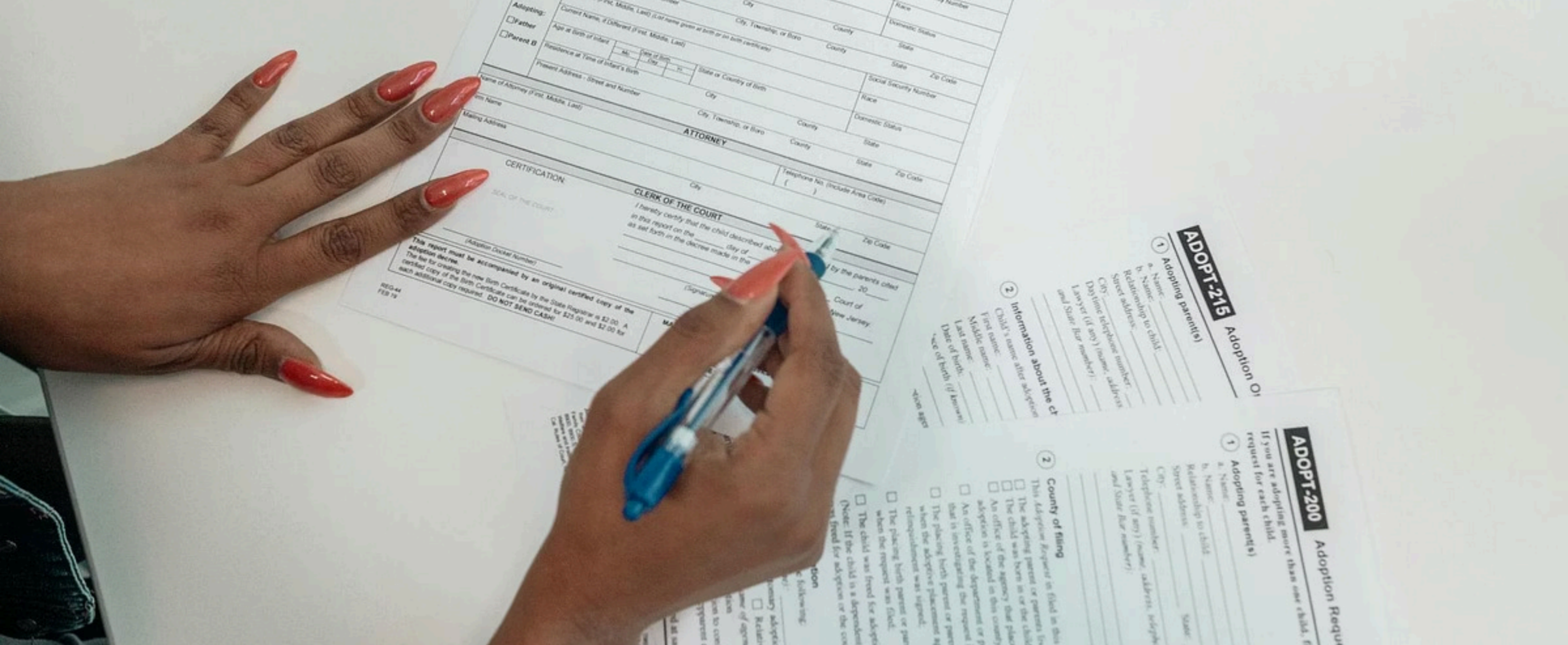




Beyond the "Happy Sheet"

Rethinking Training Programme
Evaluation



The Problem with Traditional Evaluations

Surface-Level Feedback

Forms only ask if participants enjoyed the course.

Venue Questions

Focus on whether location was appropriate.

Material Assessment

Check if course materials met expectations.

Instructor Rating

Evaluate whether trainer delivered well.



The Critical Question

Did the training programme meet the objectives that the learner and organisation had for participating?



Essential Requirements for Effective Evaluation

01

Set Clear Objectives

Define skill or knowledge needs in advance.

02

Create Testing Opportunities

Allow learners to apply new knowledge on the job.

03

Measure Job Performance

Test improved knowledge in real work situations.



Comprehensive Evaluation Form



Objectives Space

Document learning goals clearly.



Application Provision

Ensure new learning is applied on the job.

Access the training programme evaluation form to implement effective assessment.

Important Considerations

📄 This document must be modified to reflect your particular circumstances. Always obtain legal advice before implementation.

- Use cautiously and adapt for specific needs.
- Does not comprise legal or professional advice.
- Review with qualified lawyer before use.



Transform Your Training Evaluation

Move beyond satisfaction surveys to measure real learning outcomes and job performance impact.

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