Course Evaluation Form

To help Indicia Training continue to improve our quality of service, we would be grateful if you would complete this evaluation form:

Attendee Name:		Course Title:	
Organisation:		Trainer Name:	
Contact Email:		Date:	

The Virtual Training Environment	Very Poor 1	Poor 2	Fair 3	Good 4	Very Good 5	Excellent 6
Pre-course communication						
Using the virtual platform						
Connection to virtual environment						
Ability to engage with trainer						
Ability to engage with audience						
Overall experience of virtual environment						

Are there any areas of the virtual experience which you feel could have been improved?

The Training	Very Poor 1	Poor 2	Fair 3	Good 4	Very Good 5	Excellent 6
Achievement of objectives						
Course content						
Course duration						
Course materials						

The Trainer	Very Poor 1	Poor 2	Fair 3	Good 4	Very Good 5	Excellent 6
Quality of presentation						
Clarity of explanations						
Knowledge of subject						
Helpfulness						
Approachability						

Are there any areas of the general training which you feel could have been improved?

What were your key objectives for attending the training?

How well have your key objectives been met?

How appropriate and useful was the course?

Would you recommend Indicia Training to a colleague?

Would you like further information on Indicia Training courses? Please specify courses.

Any other comments?

May we reproduce your comments?	YES	☐	NO	☐
This form may be shared with your organisation, do you wish to remain anonymous?	YES	☐	NO	☐

Thank you