KIBABII UNIVERSITY- ISO 9001:2015 QUALITY MANAGEMENT SYSTEMS

ISSUED FOR USE IN 2020

POST TRAINING EVALUATION FORM FOR EMPLOYEES

REF: KIBU-ADM-F-041



POST TRAINING EVALUATION FORM FOR EMPLOYEES

2024



	Training Provider:	•••••••••••••••••••••••••••••••••••••••			•••••	• • • • • •	•••••	
D.	Course Facilitator(s):	No.	No					
		1.	Name		_			
		2.						
		3.		_				
E.	Training Date(s):							
L.	Training Date(s)	• • • • • • • • • • • • • • • • • • • •	*******************************	•••••	• • • • • •		•••••	•••
F.	Course Offering							
lease '	Tick in the Appropriate Bo	x						
5	4	3	2			1		
trongl	A					1		
trongl gree	y Agree	Neutral	Disagree	Strongly Disagree				
					DE	agre		
S/NO	EVALUATION FACTO	OR		5				1
1	EVALUATION FACTOR The course content met r	ny needs/ requirem	ents	5	4	3	2	1
1 2	The course content met r	ny needs/ requirem	ents course content	5				1
1 2 3	The course content met r The presentation matche	my needs/ requirement of the description in	course content.	5				1
1 2	The course content met r The presentation matche The topics were delivered	ny needs/ requirement of the description in description in description in the co	course content.	5				1
1 2 3	The course content met r The presentation matched The topics were delivered There were enough training	my needs/ requirement of the description in d as stated in the coung aids & equipment	course content.	5				1
1 2 3 4	The course content met real The presentation matched. The topics were delivered. There were enough trained. The answers the facilitate were clear.	my needs/ requirement of the description in the case of the case o	course content. purse timetable. ents ants' questions	5				1
1 2 3 4 5	The course content met real The presentation matched. The topics were delivered. There were enough trained. The answers the facilitate were clear. The facilitators provided.	ny needs/ requirement of the description in d as stated in the country aids & equipment ors gave to participal illustrative example	course content. purse timetable. ents ants' questions	5				1
1 2 3 4 5	The course content met real The presentation matched The topics were delivered. There were enough training The answers the facilitate were clear. The facilitators provided The training was well face.	my needs/ requirement of the description in the country and as stated in the country and a stated in the country a	course content. burse timetable. ints ants' questions es.	5				1
1 2 3 4 5	The course content met real The presentation matched. The topics were delivered. There were enough trained. The answers the facilitate were clear. The facilitators provided. The training was well factors.	my needs/ requirement of the description in the country and as stated in the country and a stated in the country a	course content. burse timetable. ints ants' questions es.	5				1
2 3 4 5 6 7	The course content met real The presentation matched. The topics were delivered. There were enough trained. The answers the facilitate were clear. The facilitators provided. The training was well factors to important concepts.	my needs/ requirement of the description in the day stated in the country and as stated in the country and as equipment or gave to participally illustrative example illustrative.	course content. purse timetable. ents ants' questions es. etical skills related	5				1
1 2 3 4 5	The course content met real The presentation matched. The topics were delivered. There were enough trained. The answers the facilitate were clear. The facilitators provided. The training was well factor to important concepts. The training was an effect.	my needs/ requirement of the description in the day stated in the country and as stated in the country and as equipment or gave to participally illustrative example illustrative.	course content. purse timetable. ents ants' questions es. etical skills related	5				1
1 2 3 4 5 6 7 8	The course content met real The presentation matched. The topics were delivered. There were enough trained. The answers the facilitate were clear. The facilitators provided. The training was well factors.	my needs/ requirement of the description in the country and as stated in the country and as stated in the country and as a stated in the country and as stated in the country and a stated are as a stated in the country and a stated are as	course content. purse timetable. ints ants' questions es. ctical skills related apants to learn	5				1



G. The Course Facilitator(s)

Please Circle in the Appropriate Box

5=Excellent 4=Very Good 3=Good 2=Fair 1=Poor

S/No		Excellent	Very Good	Good	Fair	Poor
1.	Knowledge and adherence to the subject	5	4	3	2	1
2.	Preparation for each class	5	4	3	2	1
3.	Communicated material effectively	5	4	3	2	1
4.	Responded well to participants questions	5	4	3	2	1
5.	Established positive rapport with participants	5	4	3	2	1

omments? (Please elaborate)
. Additional Questions
Please give any other additional comments or suggestions that you may have with regard to the stire training programme
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Briefly outline how this training was of value addition to Kibabii University as an rganization

