

HRIS End of Training Evaluation Form

Please use the following criteria to evaluate the training. Very Good=4 Good=3, Average =2, Poor =1

Evaluation Area	Rating (1,2,3,4)
Over all Presentation Style	
Training Content (in terms of relevance and clarity)	
Training Materials (sufficiency, data content)	
Training Venue (comfortable, suitability, convenience)	

Knowledge Obtained	Response	
What are the top 5	1.	
things you have		
learned from the	2.	
Training?		
	3.	
	4.	
	5.	
How can HRIS be		
improved to cater for		
your daily operations?		
How comfortable are		
you in using HRIS?		
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General Comments		
General comments		

Thank you for taking the time to complete this questionnaire.