

**SAMPLE TRAINING EVALUATION SUMMARY FORM**  
**SPECIFIC PART C TRAININGS**

July 1-September 30     October 1 - December 31     January 1-March 30     April 1 - June 30

List the date of each specific Part C training in one of the columns across the top of the chart.  
 Average the evaluation results by adding up the number of responses in each of the response boxes and dividing by the number of participants. Tailor questions 3, 4, 5 to the Part C indicator area(s) discussed.

Dates of Specific Part C Trainings

The degree to which this program will enhance my professional skills and knowledge.								
The degree to which the content met the stated objectives.								
The degree to which I now have a better understanding of								
The degree to which I now have a better understanding of								
The degree to which I now have a better understanding of								
The degree to which the instructor(s) was effective in conveying information								
The degree to which the entire program was meaningful and appropriate.								
The degree to which the time allocated was adequate for the material presented.								

What are your additional training needs (current areas of challenge, ideas for topics, presenters)?