



Training Evaluation for Trainees

Title of Training: Company OrientationDate: February 21, 2025Name of Trainee: Rona Jean RoxasFacilitator: Rob Sampang*Instruction: Please put a ✓ on the box for your rating.*

TOPIC: EMPLOYEE MANUAL	UNSATISFACTORY	NEEDS IMPROVEMENT	SATISFACTORY	VERY SATISFACTORY	OUTSTANDING
Understanding of Key Concepts			✓		
Retention of Information				✓	
Contribution to Discussion				✓	
Participation in SLEs				✓	
Receptive to Feedback				✓	
Assessment Score				✓	

TOPIC: COMPANY CHARACTER	UNSATISFACTORY	NEEDS IMPROVEMENT	SATISFACTORY	VERY SATISFACTORY	OUTSTANDING
Understanding of Key Concepts			✓		
Retention of Information				✓	
Contribution to Discussion				✓	
Participation in SLEs				✓	
Receptive to Feedback			✓		
Assessment Score				✓	

TOPIC: NATURE OF BUSINESS	UNSATISFACTORY	NEEDS IMPROVEMENT	SATISFACTORY	VERY SATISFACTORY	OUTSTANDING
Understanding of Key Concepts			✓		
Retention of Information			✓		
Contribution to Discussion			✓		
Participation in SLEs			✓		
Receptive to Feedback			✓		
Assessment Score			✓		

TOPIC: INTERNAL ORGANIZATION	UNSATISFACTORY	NEEDS IMPROVEMENT	SATISFACTORY	VERY SATISFACTORY	OUTSTANDING
Understanding of Key Concepts			✓		
Retention of Information				✓	
Contribution to Discussion				✓	
Participation in SLEs			✓		
Receptive to Feedback			✓		
Assessment Score				✓	



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TOPIC: SYSTEMS AND PROCEDURES	UNSATISFACTORY	NEEDS IMPROVEMENT	SATISFACTORY	VERY SATISFACTORY	OUTSTANDING
Understanding of Key Concepts			✓		
Retention of Information			✓		
Contribution to Discussion				✓	
Participation in SLEs				✓	
Receptive to Feedback				✓	
Assessment Score			✓		