KIRKPATRICK BLENDED EVALUATION FORM SAMPLES

You may pull items from the following sample evaluation forms to build your own Blended Evaluation form for your program.

Participant Survey

Instructions: Thinking about the course you just completed, please indicate to what degree you agree with each statement using this rating scale:

0 1 2 3 4 5 6 7 8 9 10
Strongly Disagree   Strongly Agree

Please provide comments along with your rating to help us to improve this course in the future.

	Strongly Disagree										Strongly Agree
The class environment helped me to learn.	0	1	2	3	4	5	6	7	8	9	10
There were no major distractions that interfered with my learning.	0	1	2	3	4	5	6	7	8	9	10
I was engaged with what was going on during the program.	0	1	2	3	4	5	6	7	8	9	10
The activities and exercises aided in my learning.	0	1	2	3	4	5	6	7	8	9	10
I was given adequate opportunity to practice what I was learning.	0	1	2	3	4	5	6	7	8	9	10
I will be able to immediately use what I learned.	0	1	2	3	4	5	6	7	8	9	10
The program material will contribute to my future success.	0	1	2	3	4	5	6	7	8	9	10
I would recommend this program to my co-workers.	0	1	2	3	4	5	6	7	8	9	10

Comments:

From what you learned, what will you be able to apply on your job?

What assistance or resources will you need to successfully apply what you learned on the job?

How confident are you that you will be able to apply what you have learned back on the job? (Circle one rating)

0…..1…..2…..3…..4…..5…..6…..7…..8…..9…..10

Not at all confident   Extremely confident

Comments:

How committed are you to applying what you learned to your work? (Circle one rating)

0…..1…..2…..3…..4…..5…..6…..7…..8…..9…..10

Not at all committed   Extremely committed

Comments:

What outcomes are you hoping to achieve as a result of your efforts?

What other feedback would you like to share?

Delayed post-training survey for (provide course name)

Instructions: Thinking about the course you completed 3 months ago, please indicate to what degree you agree with each statement using this rating scale:

1 = Strongly Disagree 2 = Disagree 3 = Agree 4 = Strongly Agree n/a = Not Applicable
Please use "Comments" to provide a brief explanation or provide further feedback.

The course itself:

1. I was clear about the purpose of the course before I attended   1   2   3   4   n/a

2. I was clear about what was expected of me after taking the course   1   2   3   4   n/a

Comments:

_____

_____

_____

Practical application

3. I am successfully applying what I learned in the course   1   2   3   4   n/a

4. If you answered "Agree" or "Strongly Agree" to Question 3, what are the most significant reasons? (check all that apply)

    ___ My past experience

    ___ The course itself

    ___ Extra help from course instructors

    ___ Help from my co-workers

    ___ Help from my immediate supervisor

    ___ A good system of accountability

    ___ Formal or informal recognition for my efforts

    ___ My own efforts and discipline to apply what I learned

    ___ Referring back to the course materials

    ___ Additional training

Comments:

_____

_____

_____

5. If you answered "Disagree" or "Strongly Disagree" to Question 4, what are the main reasons? (check all that are true)

      ___ What I learned is not useful for my job

      ___ I have been told not to use it

      ___ I don't remember what I learned

      ___ I have too many other things to do

      ___ I got stuck and did not know how to find help

      ___ It is too difficult to apply

      ___ I have not been encouraged to apply it

      ___ There are no incentives for me to apply it

Comments:

_____

_____

Overall

6.	The course was a worthwhile use of my time	1	2	3	4	n/a
7.	I am already seeing positive results from this course	1	2	3	4	n/a
8.	I am expecting positive results from this course in the future	1	2	3	4	n/a

Comments:

_____

_____

_____

9. What suggestions do you have that would make you better able to apply what you learned?

_____

_____

_____

_____

10. Please provide a specific example of how the course has helped you achieve positive results in your area.

_____

_____

_____

_____

We would like to conduct a short interview with a number of you to get more details. If you are willing to help us, please provide your email address so we can contact you to make convenient arrangements. Thanks.

Name: _____

Email: _____

This type of form can be used at the end of all but the last day of a multi-day program in order to identify any issues that require attention or correction on the remaining days of the program, or in subsequent program updates.

Kirkpatrick Day One Evaluation

<u>**Instructions**</u>**:**

- For questions 1-3, please use the following rating scale:

  0 = strongly disagree   10 = strongly agree

- Please circle the appropriate rating to indicate the degree to which you agree with each statement.
- Please provide comments to explain your ratings.
- If your session had two facilitators, please fill in the key below and score each individually in question 3.

  Facilitator A: _____   Facilitator B: _____

Date and Location: _____

Rating		
strongly disagree		strongly agree

0 1 2 3 4 5 6 7 8 9 10	1.) I took responsibility for being involved in today's session.

Comments:

0 1 2 3 4 5 6 7 8 9 10	2.) The information in today's session is applicable to my work.

Comments:

A: 0 1 2 3 4 5 6 7 8 9 10 B: 0 1 2 3 4 5 6 7 8 9 10	3.) The presentation style of the facilitator contributed to my learning experience.

Comments:

4.) Please provide any suggestions for change / improvement you may have for tomorrow and for future sessions of this program.

Supervisors can use this type of checklist while listening to customer service calls in order to rate the performance of customer service representatives (CSRs) after they have completed training.

Rating Scale

        1 = Effective use of targeted behavior

        2 = Moderately effective use of targeted behavior

        3 = Ineffective use of targeted behavior

Coaching comments may include specific observations that support the rating, and coaching notes to help the associate to be more effective.

Target Behavior	Rating	Coaching Comments
CSR made good initial connection with the callers' needs to create a rational exchange.		
CSR used relevant, open-ended questions to gather initial information about the callers' needs.		
CSR asked follow-up questions to gain further clarification of the callers' needs.		
CSR presented relevant possible solutions to the callers' concerns.		
CSR offered ongoing support to address the callers' needs while considering the best interests of the company.		
CSR closed the meeting with a clear course of problem resolution.		