

## Self-Evaluation of a Training Session

How much did my participants already know?

Did I provide new information and insight?

How did the environment feel?

Did I provide for their physical and emotional safety and comfort?

Was there a vehicle for expression made available to them?

Were they able to feel involved in the process?

Did I tap into all their senses (sight, sound, touch, smell, taste)?

How might I do this more effectively next time?

Was the presentation meaningful to them?

Did I present enough facts and figures as well as stories and examples to get the information across well?

Was there enough processing time available during the training sessions?

Did they have time and opportunity to share ideas with each other and to think about and absorb the information I gave them?

Were they able to demonstrate back to me the concepts they are learning?

Is it being absorbed and integrated into their thinking or just memorized?