

Evaluation Tools

DO

Examples of Evaluation Tools

Level 3 Employee Performance Questionnaire to be Sent to Supervisor

(Name of employee) has taken the course " _____ " on (date). We would like to determine to what extent this course had an impact on the employee's performance.

Name of Supervisor

Please score your answers on a scale of 1 to 5, with 1 being strongly disagree and 5 being strongly agree

(Note: Questions should be geared by identifiable learning outcomes)	5	4	3	2	1
	Strongly Agree				Strongly Disagree
1. I have observed a great improvement in the employee's _____ since taking the course					
2. Customers have noted an improvement in _____ of which they were previously unaware					
3. The employee has been able to improve their _____ since taking the course					
4. Overall, I believe the course had a positive impact on the employee's _____ skills					