



Summary: **Workshop Title**

Audience:

Training Date:

Training Location:

Trainer(s):

Primary Goal:

Objectives:

What information was covered in this session? *(All slides and handouts have been previously provided.)*

How well did the training content align with the needs of the participants? What went well? What needs improvement?

Was the training methodology appropriate to the learners? Are there additional materials that should be included next time?

Contact Us:

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Were there any new insights we gained through this training?

**What are our recommendations for the next session?
(How soon should it occur? What material should be covered?
Is there pre-work or homework that we should consider?)**

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