

Feedback Request Post-Training

Dear [Employee's Name],

Thank you for participating in the [Training Program Name] on [Date]. We hope you found the training informative and valuable.

To help us improve future training sessions, we would appreciate your feedback. Please take a few moments to answer the following questions:

- What did you find most beneficial about the training?
- Were there any topics you felt were not covered adequately?
- How do you plan to apply what you learned in your role?
- Any other suggestions or comments?

Your input is crucial for us to enhance our programs and ensure they meet your needs.

Thank you for your time and feedback!

Best regards,

[Your Name]

[Your Position]

[Company Name]

[Contact Information]