

Feedback Request After Training Session

Dear [Recipient's Name],

Thank you for participating in our recent training session on [Training Topic]. We hope you found it informative and valuable for your role.

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

- What did you enjoy most about the training?
- Was there anything you found challenging or unclear?
- How can we improve the training experience in the future?
- Any additional comments or suggestions?

Please reply to this email with your feedback by [Deadline Date]. Your insights are vital to us!

Thank you for your time and input!

Best regards,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]