



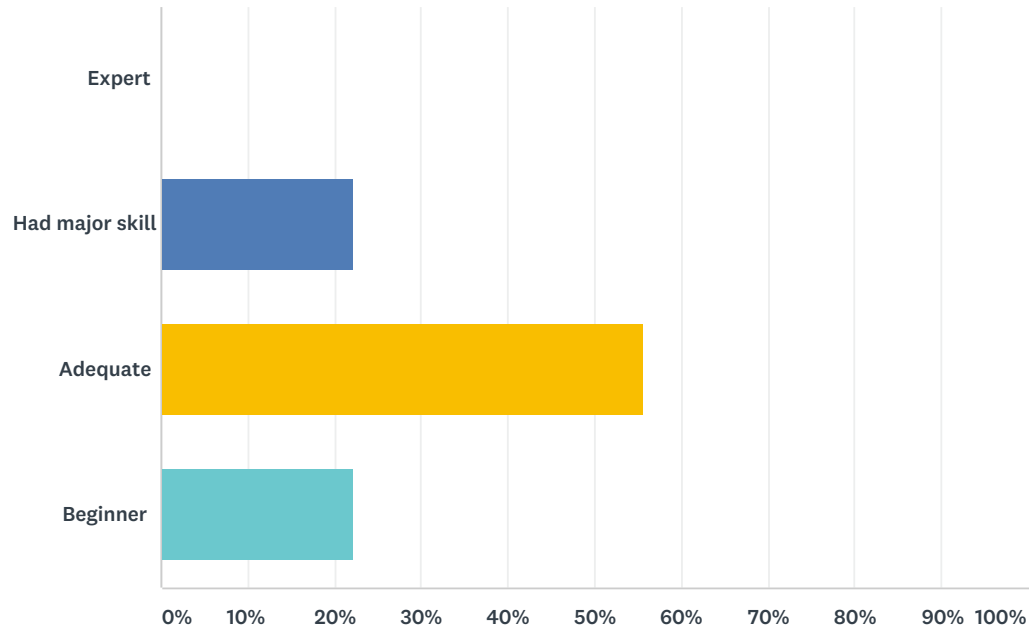
Rhode & Schwarz

ONSITE CUSTOMIZED GROUP TRAINING EVALUATION

Customized, onsite group training for the Talent Development Group at Rhode & Schwarz. These were top talent employees being groomed for leadership roles.

Q1 Please rank your understanding of business writing PRIOR to participating in this training:

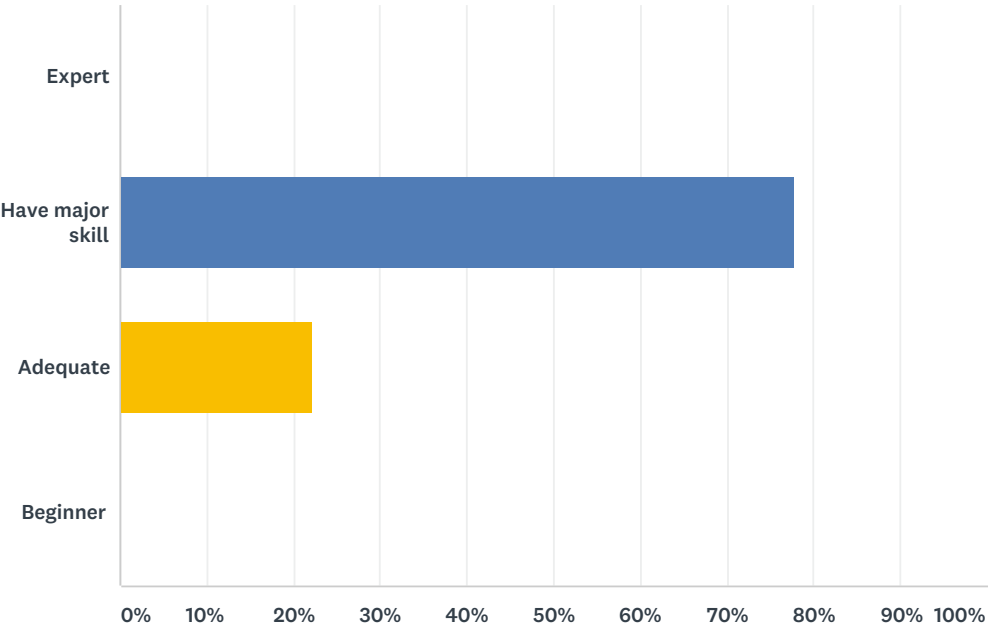
Answered: 9 Skipped: 0



ANSWER CHOICES	RESPONSES	
Expert	0.00%	0
Had major skill	22.22%	2
Adequate	55.56%	5
Beginner	22.22%	2
TOTAL		9

Q2 Please rank your understanding of business writing AFTER participating in this training:

Answered: 9 Skipped: 0



ANSWER CHOICES		RESPONSES	
Expert		0.00%	0
Have major skill		77.78%	7
Adequate		22.22%	2
Beginner		0.00%	0
TOTAL			9

Q3 How will you apply this training to assist you in conducting your required job functions?

Answered: 9 Skipped: 0

#	RESPONSES	DATE
1	Better email structure	4/2/2019 10:38 AM
2	Plan writing better	4/2/2019 10:37 AM
3	- audience, audience, audience - better planning prior to writing - unsmothering verbs-small change=big impact	4/2/2019 10:36 AM
4	I will concentrate more on planning phase of writing prior to jumping to draft phase	4/2/2019 10:34 AM
5	I will try to improve my smothered verbs. I will use readability apps and MS Word Scoring. More concept mapping!	4/2/2019 10:33 AM
6	Practice and repeat	4/2/2019 10:31 AM
7	Speed up and improve emails, proposals, mind maps, analyze first	4/2/2019 10:30 AM
8	Definitely will use the 6-step process in writing important emails and presentations.	4/2/2019 10:29 AM
9	Email & powerpoint is how we present ourselves. Our communication is everything.	4/2/2019 10:27 AM

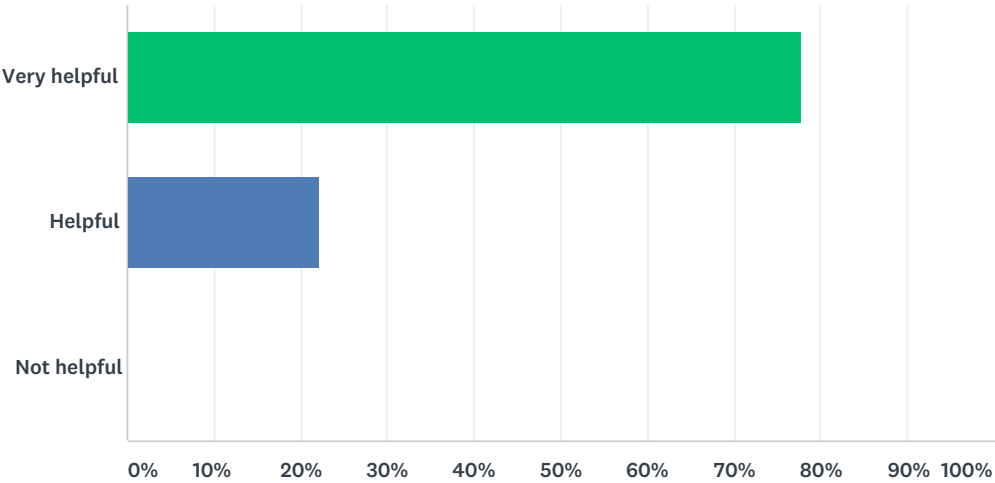
Q4 What were the major benefits of participating in this course?

Answered: 9 Skipped: 0

#	RESPONSES	DATE
1	Awareness of how it should be done	4/2/2019 10:38 AM
2	Strategy for improvement	4/2/2019 10:37 AM
3	Opened my eyes to how this affects others view of me	4/2/2019 10:36 AM
4	Concept mapping, great perspective on how our writing is perceived	4/2/2019 10:34 AM
5	Knowledge and awareness	4/2/2019 10:33 AM
6	Process	4/2/2019 10:31 AM
7	- tips and tricks for email effectiveness - team discussion of dos/don'ts	4/2/2019 10:30 AM
8	-> Categorize content -> Action verbs -> Mind map documents	4/2/2019 10:29 AM
9	Realistic approach to daily challenges. Very responsive to questions with specific answers.	4/2/2019 10:27 AM

Q5 Please rank the following course component: PowerPoint presentation
- content was clear and informative:

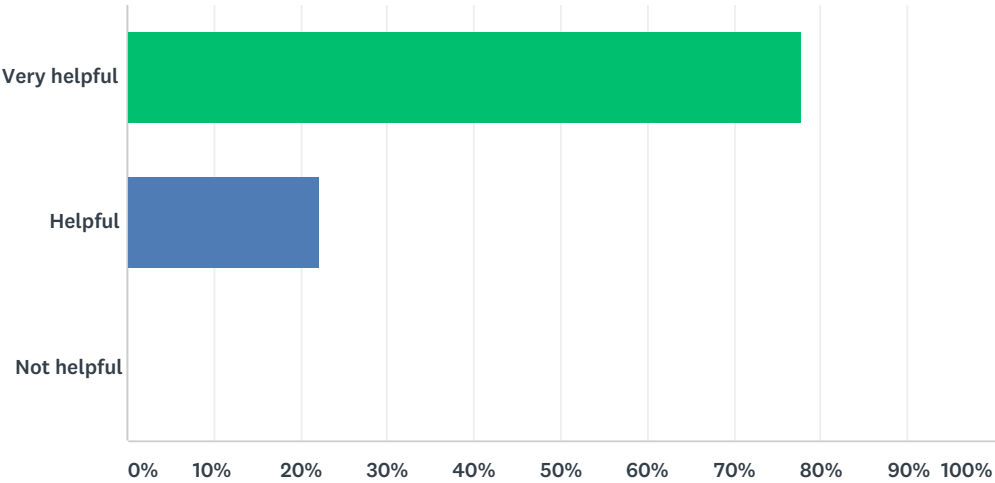
Answered: 9 Skipped: 0



ANSWER CHOICES	RESPONSES	
Very helpful	77.78%	7
Helpful	22.22%	2
Not helpful	0.00%	0
TOTAL		9

Q6 Please rank the following course component: Writing Exercises and demo documents - enabled you to apply the key course goals:

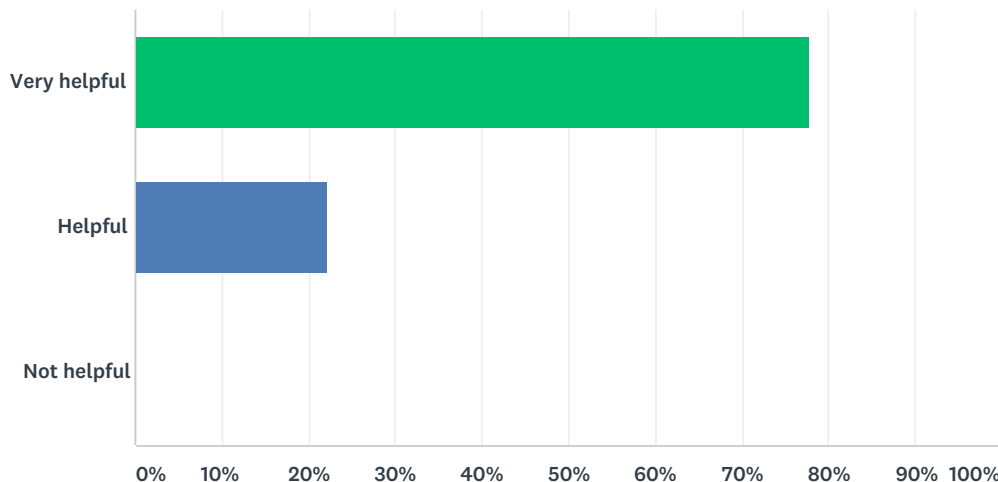
Answered: 9 Skipped: 0



ANSWER CHOICES		RESPONSES	
Very helpful		77.78%	7
Helpful		22.22%	2
Not helpful		0.00%	0
TOTAL			9

Q7 Please rank the following course component: Group Discussions and questions - clarified your understanding of key course components and how this applies to your work:

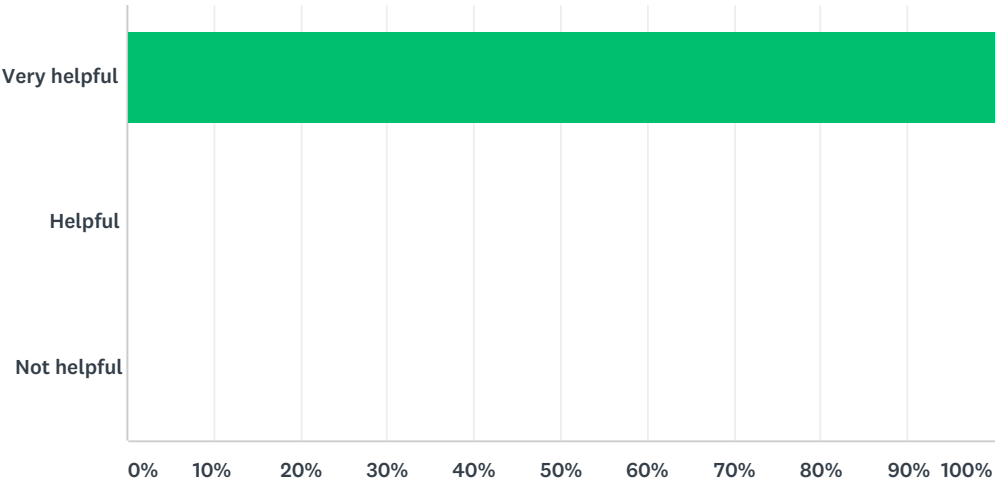
Answered: 9 Skipped: 0



ANSWER CHOICES		RESPONSES	
Very helpful		77.78%	7
Helpful		22.22%	2
Not helpful		0.00%	0
TOTAL			9

Q8 Please rank the following course component: Course Instructor - knowledgeable, well organized, and answered questions clearly:

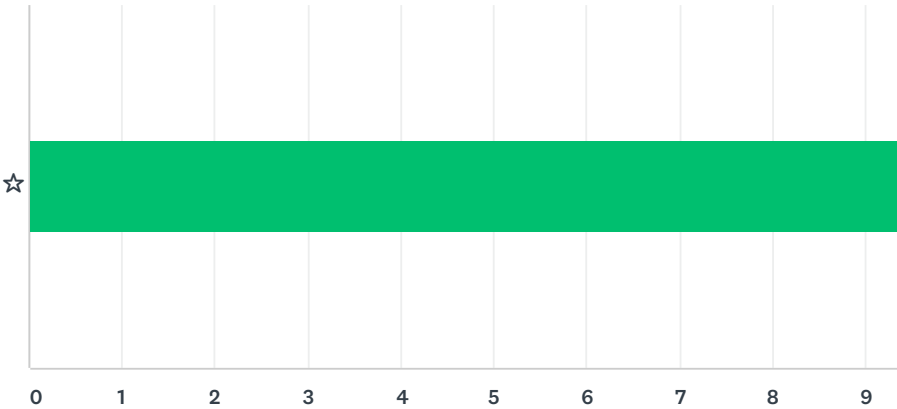
Answered: 9 Skipped: 0



ANSWER CHOICES	RESPONSES	
Very helpful	100.00%	9
Helpful	0.00%	0
Not helpful	0.00%	0
TOTAL		9

Q9 On a scale of 1-10, how likely are you to recommend this training to a colleague?

Answered: 9 Skipped: 0



	1 LOWEST	2	3	4	5	6	7	8	9	10 HIGHEST	TOTAL	WEIGHTED AVERAGE
☆	0.00% 0	0.00% 0	0.00% 0	0.00% 0	0.00% 0	0.00% 0	0.00% 0	22.22% 2	22.22% 2	55.56% 5	9	9.33

Q10 What would improve the training?

Answered: 7 Skipped: 2

#	RESPONSES	DATE
1	More time, whole company attends	4/2/2019 10:38 AM
2	More time (not your fault)	4/2/2019 10:36 AM
3	More time	4/2/2019 10:34 AM
4	Length - seemed to compressed this time. Allow more time.	4/2/2019 10:33 AM
5	More scenarios. Use our email examples.	4/2/2019 10:31 AM
6	Show more examples of good emails for different subjects and audiences	4/2/2019 10:29 AM
7	Longer time looking at peer one-on-one coaching.	4/2/2019 10:27 AM

Q11 Do you have any unanswered questions about business writing? If so, please state your question below with your name. We will email you relevant resources.

Answered: 1 Skipped: 8

#	RESPONSES	DATE
1	Longer - felt rushed	4/2/2019 10:37 AM

Q12 Any additional comments you would like to share?

Answered: 5 Skipped: 4

#	RESPONSES	DATE
1	Great job, Mary :)	4/2/2019 10:38 AM
2	Enjoyed the class	4/2/2019 10:34 AM
3	Great job, Mary, thank you!	4/2/2019 10:30 AM
4	This is such an important course for the company	4/2/2019 10:29 AM
5	I wish writing would have been taught like this earlier in my career or education. Very rarely has skills training ever had this much discussion -- I could have gone a another day or longer. I learned more today than every undergrad or MBA English course I took. All of those courses focused on content rather than process.	4/2/2019 10:27 AM