

HR Training Survey

Course Information

How did we do? Please take a moment to provide feedback on the training that was provided to you today. The survey should take approximately 5-10 minutes to complete. Your honest feedback is important to us, in order to improve future trainings. All answers are anonymous. Thank you!

OMB#: 0925-0648 Exp. Date: 3/31/18

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Logic: Show/hide trigger exists.

1) Course Title*

- WiTS: Basic Training for New Users
- WiTS: Basic Reports for Admin Users
- WiTS: Basic Reports for New Users
- WiTS: Advanced Reports and Metrics
- WiTS: Testing/Training for CSD Classification Unit
- Capital HR System Training
- HHS Careers (USA Staffing) Basic Training
- HHS Careers (USA Staffing) Applicant Overview Webinar
- HHS Careers (USA Staffing) Supporting Documents Training
- HR CARDS Basic 508 & Document Management Training
- HR CARDS Training for HR Specialists
- HR CARDS Training for Classifiers
- HR Data and Analysis: Advanced HR Reporting Capabilities in nVision (Module 1)

- () HR Data and Analysis: Advanced Analytics (Module 2)
- () Percussion User Training
- () LMS Local Learning Administrator (course 1001)
- () LMS People Administrator (course 1002)
- () LMS Learning Administrator (course 1003)
- () LMS Placing Orders (course 1005)
- () LMS Managing Learner Enrollments and Transcripts (course 1006)
- () LMS Managing User Accounts (course 1007)
- () LMS Reporting (course 1008)
- () Onboarding Manager CSD Training
- () Onboarding Manager Benefits Training

**2) Date: Enter using the Calendar Tool to the right of the text box.
(mm/dd/yyyy)***

Logic: Hidden unless: Question "Course Title" #1 is one of the following answers ("HR CARDS Basic 508 & Document Management Training", "HR Data and Analysis: Advanced HR Reporting Capabilities in nVision (Module 1)", "HR Data and Analysis: Advanced Analytics (Module 2)") Dynamically shown if "Course Title" = Capital HR System Training or "Course Title" = HHS Careers (USA Staffing) Basic Training or "Course Title" = HHS Careers (USA Staffing) Applicant Overview Webinar or "Course Title" = HHS Careers (USA Staffing) Supporting Documents Training or "Course Title" = HHS Careers (USA Staffing) Applicant Overview Workshop or "Course Title" = HHS Careers (USA Staffing) Assessments Workshop or "Course Title" = HHS Careers (USA Staffing) Reviewing Applicants and Documents Workshop or "Course Title" = HHS Careers (USA Staffing) for Hiring Managers and AOs Training or "Course Title" = HHS Careers (USA Staffing) for HR Specialists Training or "Course Title" = HR CARDS Training for HR Specialists or "Course Title" = HR CARDS Training for Classifiers or "Course Title" = HR Data and Analysis: Advanced Analytics (Module 2) or "Course Title" = Percussion User Training or "Course Title" = LMS Local Learning Administrator (course 1001) or "Course Title" = LMS People Administrator (course 1002) or "Course Title" = LMS Learning Administrator (course 1003) or "Course Title" = LMS Overview (course 1004) or "Course Title" = LMS Placing Orders (course 1005) or "Course Title" =

LMS Managing Learner Enrollments and Transcripts (course 1006) or "Course Title" = LMS Managing User Accounts (course 1007) or "Course Title" = LMS Reporting (course 1008) or "Course Title" = Onboarding Manager CSD Training or "Course Title" = Onboarding Manager Benefits Training

3) Primary Instructor's Name (You may select multiple instructors by holding down the 'Control Key' while clicking the names in the dropdown box.)*

- Amber Pappas
- Ava Safaie
- Brian Hughes
- Courtney Belmont
- Janis Villadiego
- Jennifer Potter
- Jennifer Sun
- Karen Peterson
- Lillian Thomas
- Luis Unda
- Mike D'Andrea
- Nathalie (Grecia) Rodriguez
- Negy Shahparast-Afshar
- Pam Anthony
- Randi Fuhrman
- Satou Gueye
- Stacie Rappaport
- Susie Vargas
- Sylvia Chen
- Terri Messick
- Terrye Verge
- Zina Abdelaziz

Logic: Hidden by default Dynamically shown if "Course Title" = WiTS: Basic Training for New Users or "Course Title" = WiTS: Basic Reports for Admin Users or "Course Title" =

WiTS: Basic Reports for New Users or "Course Title" = WiTS: Advanced Reports and Metrics or "Course Title" = WiTS: Testing/Training for CSD Classification Unit

Primary Instructor's Name (You may select multiple instructors by holding down the 'Control Key' while clicking the names in the dropdown box.)

- Jennifer Potter
- Mike D'Andrea
- Negy Shahparast-Afshar
- Terrye Verge

Logic: Hidden by default Hidden unless: Question "Course Title" #1 is one of the following answers ("WiTS: Basic Reports for Admin Users", "Capital HR System Training", "HR Data and Analysis: Advanced HR Reporting Capabilities in nVision (Module 1)", "HR Data and Analysis: Advanced Analytics (Module 2)", "LMS Local Learning Administrator (course 1001)", "LMS People Administrator (course 1002)", "LMS Learning Administrator (course 1003)", "LMS Placing Orders (course 1005)", "LMS Managing Learner Enrollments and Transcripts (course 1006)", "LMS Managing User Accounts (course 1007)", "LMS Reporting (course 1008)", "Onboarding Manager CSD Training") Dynamically shown if "Course Title" = WiTS: Basic Reports for Admin Users or "Course Title" = Capital HR System Training or "Course Title" = HHS Careers (USA Staffing) for Hiring Managers and AOs Training or "Course Title" = HR Data and Analysis: Advanced Analytics (Module 2) or "Course Title" = LMS Local Learning Administrator (course 1001) or "Course Title" = LMS People Administrator (course 1002) or "Course Title" = LMS Learning Administrator (course 1003) or "Course Title" = LMS Overview (course 1004) or "Course Title" = LMS Placing Orders (course 1005) or "Course Title" = LMS Managing Learner Enrollments and Transcripts (course 1006) or "Course Title" = LMS Managing User Accounts (course 1007) or "Course Title" = LMS Reporting (course 1008)

In which Institute or Center do you work?*

- CC
- CIT
- CSR
- FIC
- NCATS
- NCCIH (NCCAM)
- NCI
- NCRR

- NEI
- NHGRI
- NHLBI
- NIA
- NIAAA
- NIAID
- NIAMS
- NIBIB
- NICHD
- NIDA
- NIDCD
- NIDCR
- NIDDK
- NIEHS
- NIGMS
- NIMH
- NIMHD
- NINDS
- NINR
- NLM
- OD
- OHR
- ORF
- ORS

Logic: Hidden by default

Administrative Process Position

- Supervisory Administrative Officer
- Administrative Officer
- Administrative Assistant / Administrative Technician
- Program Representative

() Management Analyst

() Secretary

Course Rating

4) CONTENT KNOWLEDGE

Rate your level of knowledge/ understanding of the information:

	Very Low	Low	Moderate	High	Very High
Prior to completing this training.	()	()	()	()	()
After completing this training.	()	()	()	()	()

5) CONTENT

	Strongly Disagree	Disagree	Neither Disagree nor Agree	Agree	Strongly Agree	Do Not Know/Not Applicable
This training covered	()	()	()	()	()	()

topics/issues specifically related to my work.						
The course description accurately described the content that was covered.	()	()	()	()	()	()

Logic: Hidden unless: Question "Course Title" #1 is one of the following answers ("Capital HR System Training")

Please evaluate the content of the Capital HR Training. I have a better understanding of...

	Strongly Disagree	Disagree	Neither Disagree nor Agree	Agree	Strongly Agree	Do Not Know
The Recruiting Module	()	()	()	()	()	()
Workflow	()	()	()	()	()	()
Printing SF50s and 52s	()	()	()	()	()	()
PAR Issues	()	()	()	()	()	()
Queries	()	()	()	()	()	()

Logic: Hidden unless: Question "Course Title" #1 is one of the following answers ("LMS Placing Orders (course 1005)")

Please evaluate the content of the LMS Placing Orders training. I have a better understanding of...

	Strongly Disagree	Disagree	Neither Disagree nor Agree	Agree	Strongly Agree	Do Not Know
Registering people for training	()	()	()	()	()	()
Assigning a CAN to an order	()	()	()	()	()	()
Modifying an existing order	()	()	()	()	()	()
Approving training for a learner	()	()	()	()	()	()

Logic: Hidden unless: Question "Course Title" #1 is one of the following answers ("LMS Managing Learner Enrollments and Transcripts (course 1006)")

Please evaluate the content of the LMS Managing Learner Enrollments and Transcripts training. I have a better understanding of...

	Strongly Disagree	Disagree	Neither Disagree nor Agree	Agree	Strongly Agree	Do Not Know
Approving	()	()	()	()	()	()

training from a learner's enrollments area						
Adding completed courses to a transcript	()	()	()	()	()	()
Editing transcript items	()	()	()	()	()	()

Logic: Hidden unless: Question "Course Title" #1 is one of the following answers ("LMS Managing User Accounts (course 1007)")

Please evaluate the content of the LMS Managing User Accounts training. I have a better understanding of...

	Strongly Disagree	Disagree	Neither Disagree nor Agree	Agree	Strongly Agree	Do Not Know
Finding LMS user accounts	()	()	()	()	()	()
How LMS accounts are created and updated	()	()	()	()	()	()
Reactivating a deactivated account	()	()	()	()	()	()

Logic: Hidden unless: Question "Course Title" #1 is one of the following answers ("LMS Reporting (course 1008)")

Please evaluate the content of the LMS Reporting training. I have a better understanding of...

	Strongly Disagree	Disagree	Neither Disagree nor Agree	Agree	Strongly Agree	Do Not Know
Generating reports	()	()	()	()	()	()
Using report subscriptions	()	()	()	()	()	()
Exporting and printing report data	()	()	()	()	()	()

Logic: Hidden unless: Question "Course Title" #1 is one of the following answers ("WiTS: Basic Training for New Users", "Basic WiTS Training for CSD DEU Users")

Please evaluate the content of the WiTS: Basic Training for New Users. I have a better understanding of:

	Strongly Disagree	Disagree	Neither Disagree nor Agree	Agree	Strongly Agree	Do Not Know
How WiTS Works	()	()	()	()	()	()
Workflows	()	()	()	()	()	()
Updating/Completing	()	()	()	()	()	()

Actions						
Generating/ Interpreting Reports	()	()	()	()	()	()
Getting Help	()	()	()	()	()	()

Logic: Hidden unless: Question "Course Title" #1 is one of the following answers ("WiTS: Basic Reports for New Users")

Please evaluate the content of the Basic WiTS Reports Training for New Users. I have a better understanding of:

	Strongly Disagree	Disagree	Neither Disagree nor Agree	Agree	Strongly Agree	Do Not Know
Generating Reports	()	()	()	()	()	()
Exporting/ Printing Reports	()	()	()	()	()	()
Interpreting Reports	()	()	()	()	()	()
Getting Help	()	()	()	()	()	()

Logic: Hidden unless: Question "Course Title" #1 is one of the following answers ("HR Data and Analysis: Advanced Analytics (Module 2)")

**6) Please rate your level of agreement with the following statements:
The Advanced Analytics training has improved my knowledge and ability in the following areas:**

	Strongly Disagree	Disagree	Neither Disagree nor Agree	Agree	Strongly Agree
Identifying problems and formulating hypotheses.	()	()	()	()	()
Identifying useful data elements.	()	()	()	()	()
Advanced analysis and evaluation techniques for workforce data.	()	()	()	()	()
Ways to communicate results.	()	()	()	()	()
How to take action from workforce data.	()	()	()	()	()
Methods for data visualization.	()	()	()	()	()
Forecasting and statistical techniques for HR data.	()	()	()	()	()

Logic: Hidden unless: Question "Course Title" #1 is one of the following answers ("HR Data and Analysis: Advanced HR Reporting Capabilities in nVision (Module 1)")

**7) Please rate your level of agreement with the following statements:
As a result of the HR Reports training:**

	Strongly Disagree	Disagree	Neither Disagree nor Agree	Agree	Strongly Agree
I better understand the reporting capabilities of Capital HR and nVision.	()	()	()	()	()
I know how to create an ad hoc query by adding additional attributes to standard nVision HR reports.	()	()	()	()	()
I know how to export queries to pdf, xls, or csv formats.	()	()	()	()	()
I know	()	()	()	()	()

Logic: Hidden unless: Question "Course Title" #1 is one of the following answers ("WiTS: Basic Reports for Admin Users")

Copy of Please evaluate the content of the WiTS: Basic Reports Training for Admin Users. I have a better understanding of:

	Strongly Disagree	Disagree	Neither Disagree nor Agree	Agree	Strongly Agree	Do Not Know
Accessing Reports	()	()	()	()	()	()
Generating Reports	()	()	()	()	()	()
Exporting/ Printing Reports	()	()	()	()	()	()
Interpreting Reports	()	()	()	()	()	()
Getting Help	()	()	()	()	()	()

Logic: Hidden unless: Question "Course Title" #1 is one of the following answers ("WiTS: Advanced Reports and Metrics")

Please evaluate the content of the Advanced WiTS Reports and Metrics Training. I have a better understanding of:

	Strongly Disagree	Disagree	Neither Disagree nor Agree	Agree	Strongly Agree	Do Not Know
Generating Reports	()	()	()	()	()	()

Exporting/ Printing Reports	()	()	()	()	()	()
Interpreting Reports	()	()	()	()	()	()
Metrics	()	()	()	()	()	()
Getting Help	()	()	()	()	()	()

Logic: Hidden unless: Question "Course Title" #1 is one of the following answers ("WiTS Special Pay Workflow for Super Users")

Please evaluate the content of the WiTS Special Pay Workflow Training for Super Users. I have a better understanding of:

	Strongly Disagree	Disagree	Neither Disagree nor Agree	Agree	Strongly Agree	Do Not Know
How WiTS Works	()	()	()	()	()	()
Working Special Pay Actions	()	()	()	()	()	()
Generating / Interpreting Pay Reports	()	()	()	()	()	()

Logic: Hidden unless: Question "Course Title" #1 is one of the following answers ("HHS Careers (USA Staffing) Basic Training")

Please evaluate the content of the HHS Careers (USA Staffing) training. I have a better understanding of:

	Strongly Disagree	Disagree	Neither Disagree nor Agree	Agree	Strongly Agree	Do Not Know
Adding Contacts	()	()	()	()	()	()
Building a Vacancy	()	()	()	()	()	()
Importing Assessments	()	()	()	()	()	()
Accessing Applicant Documents and Questionnaire Responses	()	()	()	()	()	()
Updating Applicant Statuses (Overriding, Using NOR Codes, etc.)	()	()	()	()	()	()
Canceling/Updating a Vacancy	()	()	()	()	()	()
Issuing Certificates	()	()	()	()	()	()
Issuing Referral/Disposition Letters	()	()	()	()	()	()
What HHS Careers (USA Staffing) offers to HR Specialists, Applicants, and Hiring Managers	()	()	()	()	()	()
The way that	()	()	()	()	()	()

applicants apply for jobs at the NIH via HHS Careers (USA Staffing)						
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Logic: Hidden unless: Question "Course Title" #1 is one of the following answers ("HHS Careers (USA Staffing) Supporting Documents Training")

As a result of the HHS Careers (USA Staffing) Supporting Documents Training, I now know how to...

	Strongly Disagree	Disagree	Neither Disagree nor Agree	Agree	Strongly Agree	Do Not Know
Troubleshoot applicant supporting documents issues	()	()	()	()	()	()
Manually upload applicant supporting documents (resumes, SF-50, transcripts)	()	()	()	()	()	()
Modify an applicant's supporting documents	()	()	()	()	()	()
Run a Pending Completion Application	()	()	()	()	()	()

Report						
Clear applicant pending statuses	()	()	()	()	()	()

Logic: Hidden unless: Question "Course Title" #1 is one of the following answers ("HHS Careers (USA Staffing) Supporting Documents Training")

Please evaluate the content of the HHS Careers (USA Staffing) Supporting Documents training. I have a better understanding of:

	Strongly Disagree	Disagree	Neither Disagree nor Agree	Agree	Strongly Agree	Do Not Know
My role as an HR Specialist in assisting applicants with general application issues	()	()	()	()	()	()
My role as an HR Specialist in assisting applicants with supporting documents issues	()	()	()	()	()	()

The scenarios that will require an HR Specialist to clear a pending application status	()	()	()	()	()	()
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Logic: Hidden unless: Question "Course Title" #1 is one of the following answers ("USAJOBS Training")

Please evaluate the content of the USAJOBS training. I have a better understanding of:

	Strongly Disagree	Disagree	Neither Disagree nor Agree	Agree	Strongly Agree	Do Not Know
Using the Templates	()	()	()	()	()	()
Enhanced Posting (using images)	()	()	()	()	()	()
What the Applicant Sees	()	()	()	()	()	()
Screening Questionnaire	()	()	()	()	()	()
Managing Applicants	()	()	()	()	()	()

Logic: Hidden unless: Question "Course Title" #1 is one of the following answers ("Percussion User Training")

8) Please evaluate the content of the Percussion User Training. I have a better understanding of:

	Strongly Disagree	Disagree	Neither Disagree nor Agree	Agree	Strongly Agree	Do Not Know
Percussion , overall	()	()	()	()	()	()
How to navigate Percussion	()	()	()	()	()	()
How to create items in Percussion	()	()	()	()	()	()
How to update content in Percussion	()	()	()	()	()	()
How to move content through the Percussion workflow	()	()	()	()	()	()

Logic: Hidden unless: Question "Course Title" #1 is one of the following answers ("HR Portal Overview Training")

Please evaluate the content of the HR Portal Overview Training. I have a better understanding of:

	Strongly Disagree	Disagree	Neither Disagree nor Agree	Agree	Strongly Agree	Do Not Know
NIH Portal terms and concepts	()	()	()	()	()	()
How to navigate HR content on the NIH Portal	()	()	()	()	()	()
How to set up my personal MyPage	()	()	()	()	()	()
How to search for documents and information on the NIH Portal	()	()	()	()	()	()
How to use Projects (collaboration spaces) on the NIH Portal	()	()	()	()	()	()

Logic: Hidden unless: Question "Course Title" #1 is one of the following answers ("508 Compliance Training")

Please evaluate the content of the 508 Compliance Training. I have a better understanding of:

	Strongly Disagree	Disagree	Neither Disagree nor Agree	Agree	Strongly Agree	Do Not Know
508 Compliance and what it means	()	()	()	()	()	()
Where to go for more 508 Compliance information	()	()	()	()	()	()
How to make a Word document 508 Compliant	()	()	()	()	()	()
How to make a PDF document 508 Compliant	()	()	()	()	()	()

Logic: Hidden unless:

Please evaluate the content of the HR CARDS Training/Testing. I have a better understanding of:

	Strongly	Disagree	Neither Disagree	Agree	Strongly Agree	Do Not	Neither Disagree
	y	e		e	y	Not	

	Disagree		neither Agree			Know	neither Agree
Using the HR CARDS	()	()	()	()	()	()	()
Searching for a PD and related documents	()	()	()	()	()	()	()
Using the "Help" function	()	()	()	()	()	()	()
Adding or modifying documents within the system	()	()	()	()	()	()	()

Logic: Hidden unless: Question "Course Title" #1 is one of the following answers ("HR CARDS Basic 508 & Document Management Training")

Please evaluate the content of the HR CARDS Basic 508 & Document Management Training. I have a better understanding of:

	Strongly Disagree	Disagree	Neither Disagree or Agree	Agree	Strongly Agree	Do Not Know
The importance of	()	()	()	()	()	()

creating 508 compliant HR CARDS documents						
The importance of using templates for the creation of new HR CARDS documents	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
How to use Microsoft 508 tools for the creation of new HR CARDS documents	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
How to use the HR CARDS document templates for the creation of new HR CARDS documents	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Logic: Hidden unless: Question "Course Title" #1 is exactly equal to ("HR CARDS Training for HR Specialists")

Searching for a PD and related documents	()	()	()	()	()	()	()
Adding or modifying documents within the system	()	()	()	()	()	()	()
The features that the new HR CARDS offers	()	()	()	()	()	()	()

Logic: Hidden unless: Question "Course Title" #1 is one of the following answers ("e-Induction Training "New Look & Feel"")

Please evaluate the content of the e-Induction Training "New Look & Feel". I have a better understanding of:

	Strongly Disagree	Disagree	Neither Disagree nor Agree	Agree	Strongly Agree	Do Not Know
Registering a New Hire	()	()	()	()	()	()
Approving Forms	()	()	()	()	()	()
Employee	()	()	()	()	()	()

Information						
Sign In sheet	()	()	()	()	()	()
Status Count	()	()	()	()	()	()
New Hire Instructions	()	()	()	()	()	()

Logic: Hidden unless: Question "Course Title" #1 is one of the following answers ("Onboarding Manager CSD Training")

Please evaluate the CSD content of the Onboarding Manager training. I have a better understanding of:

	Strongly Disagree	Disagree	Neither Disagree nor Agree	Agree	Strongly Agree	Do Not Know/Not Applicable
Manually creating new hire profiles	()	()	()	()	()	()
Assigning new hire forms	()	()	()	()	()	()
Completing supporting data tabs	()	()	()	()	()	()
Sending the invitation email	()	()	()	()	()	()

Reviewing submitted forms	()	()	()	()	()	()
Declining inaccurate forms	()	()	()	()	()	()

Logic: Hidden unless: Question "Course Title" #1 is one of the following answers ("Onboarding Manager Benefits Training")

9) Please evaluate the content of the Onboarding Manager Benefits Training. I have a better understanding of:

	Strongly Disagree	Disagree	Neither Disagree nor Agree	Agree	Strongly Agree	Do Not Know/Not Applicable
Completing supporting data tabs	()	()	()	()	()	()
Reviewing submitted forms	()	()	()	()	()	()
Printing completed forms	()	()	()	()	()	()
Approving completed forms	()	()	()	()	()	()
Declining inaccurate forms	()	()	()	()	()	()

Transferring forms to eOPF	()	()	()	()	()	()
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Logic: Hidden unless: Question "Course Title" #1 is exactly equal to ("HHS Careers (USA Staffing) Applicant Overview Webinar")

10) As a result of the HHS Careers (USA Staffing) Applicant Webinar Overview, I now know...

	Strongly Disagree	Disagree	Neither Agree nor Disagree	Agree	Strongly Agree
The way that applicants apply for jobs at NIH via USAJOBS and HHS Careers (USA Staffing)	()	()	()	()	()
How applicants may check their application status and supporting documents during the application process	()	()	()	()	()
How	()	()	()	()	()

applicants may check their application status after the application package has been submitted to HR					
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Logic: Hidden unless: Question "Course Title" #1 is exactly equal to ("HHS Careers (USA Staffing) Applicant Overview Webinar")

11) Please evaluate the content of the HHS Careers (USA Staffing) Applicant Overview Webinar. I have a better understanding of:

	Strongly Disagree	Disagree	Neither Agree nor Disagree	Agree	Strongly Agree
Creating a USAJOBS account	()	()	()	()	()
The various resume formats applicants may use	()	()	()	()	()
Submitting supporting documents	()	()	()	()	()
Submitting the 1203-	()	()	()	()	()

fx					
Updating an application prior to submitting to HR	()	()	()	()	()

12) INSTRUCTOR(S)

	Strongly Disagree	Disagree	Neither Disagree nor Agree	Agree	Strongly Agree	Do Not Know/Not Applicable
The instructor(s) communicated in a clear and understandable way.	()	()	()	()	()	()
The instructor(s) satisfactorily answered questions.	()	()	()	()	()	()
The instructor(s) emphasized the importance of the training course.	()	()	()	()	()	()
The instructor(s) engaged the class (e.g. asked	()	()	()	()	()	()

questions, encouraged involvement, etc.)						
The instructor(s) provided examples that improved understanding of the subject matter.	()	()	()	()	()	()
The instructor(s) allowed the proper amount of time for class exercises.	()	()	()	()	()	()

Logic: Hidden unless: Question "Course Title" #1 is not one of the following answers ("HHS Careers (USA Staffing) Basic Training", "HHS Careers (USA Staffing) Assessments Workshop", "HHS Careers (USA Staffing) Reviewing Applicants and Documents Workshop")

13) TRAINING MATERIALS

	Strongly Disagree	Disagree	Neither Disagree nor Agree	Agree	Strongly Agree	Do Not Know/Not Applicable
The training materials were well organized and	()	()	()	()	()	()

easy to use.						
The training materials were relevant and up-to-date.	()	()	()	()	()	()
The training materials will serve as a useful reference for my job.	()	()	()	()	()	()

Logic: Hidden unless: Question "Course Title" #1 is not one of the following answers ("HR Data and Analysis: Advanced Analytics (Module 2)")

14) EQUIPMENT

	Strongly Disagree	Disagree	Neither Disagree nor Agree	Agree	Strongly Agree	Do Not Know/Not Applicable
The equipment (i.e. computers) was set-up and ready to use.	()	()	()	()	()	()

The automated HR System functioned properly.	()	()	()	()	()	()
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15) OVERALL SATISFACTION WITH THE TRAINING

	Strongly Disagree	Disagree	Neither Disagree nor Agree	Agree	Strongly Agree	Do Not Know
This training will enable me to perform my duties more effectively when I return to my office.	()	()	()	()	()	()
I would recommend this training to my co-workers/colleagues .	()	()	()	()	()	()

General Course Comments

16) Please select a response for the following question:

	Too Short	About Right	Too Long	Do Not
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				Know
The length of the course was:	()	()	()	()

17) Please select a response for the following question:

	Too Slow	About Right	Too Fast	Do Not Know
The pace of the training was:	()	()	()	()

18) Which part of the training do you feel will be:

MOST useful to you: _____

LEAST useful to you: _____

19) What could be done to improve this training course?

20) Please rank your training delivery preference, with 1 being the most preferred:

- _____ Lecture with Power Point
- _____ Demonstration
- _____ Hands-On
- _____ Online

21) Are there any topics that you would add or modify for future sessions of this training course?

22) Additional comments / suggestions:

23) Would you like to be contacted regarding the comments you provided in this survey?

- Yes
- No

Logic: Hidden by default; dynamically shown if "Would you like to be contacted regarding the comments you provided in this survey?" = Yes

Please type your email below:

Thank you for your feedback!

Thank you for taking our survey. Your response is very important to us.
