Visit report template for the trainer

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| **General information**  |  |  |
| Module name: | Offered by: | Date: |
|  |  |  |
| Please rate the above trainee by crossing the appropriate number next to each item(1 = unacceptable and 5 = outstanding) |  |  |
| Quality of Work – Accuracy, thoroughness | 1 2 3 4 5 |
| Ability to Learn – Grasps and retains new skills | 1 2 3 4 5 |
| Works independently | 1 2 3 4 5 |
| Works well under supervision | 1 2 3 4 5 |
| Competence – Applies experience and training | 1 2 3 4 5 |
| Did the trainee reach the objectives of the course | Yes | No |
| Did the trainee have any difficulty related to the content?   | Yes | No |
| Please describe the critical aspects on which the trainee was struggling (keep briefly): |
|  |  |  |
| Do you have any suggestions to improve the training on the subject of this module?  |