

**Training needs assessment form**

**Train the Trainers seminar, Sinaia, 17<sup>th</sup> – 25<sup>th</sup> May 2003**

**Name:**

**Country:**

Please answer the following questions:

**1. Have you ever had been involved in preparing a public speaking?**

Yes      No

If yes, what kind of public speaking:

- academic course	
- professional training course	
- seminar	
- speech	
- formal presentations	
- other	

**2. Have you ever had been performing a public speaking?**

Yes      No

If yes, what kind of public speaking:

- academic course	
- professional training course	
- seminar	
- speech	
- formal presentations	
- other	

**3. Have you ever attended a Train the Trainers course?**

Yes      No

**4. Have you ever attended a Communication Skills course?**

Yes      No

**5. Have you ever been involved in developing people?**

Yes      No

If yes, what kind of development:

- On the job training for subordinates and peers	
- professional training course	
- in company seminar/presentations	
- coaching	
- other	

**6. Are you using Power Point in order to build presentations, on regular basis?**

Yes      No

**7. Are you using visual aids in presentations, on regular basis?**

Yes      No

If yes, what kind of visual aids:

- Over Head Projector	
- Multi media projector and laptop	
- flipchart	
- white table	
- other	

Thank you for your time,

Maria Magdalena Radulescu  
Training Expert