



TRAINING RECAP FORM

Employees can use this document to track completed eSchools and Webinars.

Name:
Date of Completion:
Course Title:
Reporting Manager:

1. What were you expecting to learn or take away from this course? Did you achieve this?

2. How can you use the material in this course in your current role at our credit union?

3. Overall takeaways and summary of the course taken.

Signature: _____ **Date:** _____

Manager Signature: _____ **Date:** _____