

## Training and Learning Development Survey

### Training and Development Survey

Please rank these items in importance to you in your learning and development. Answers are confidential but will help us create our professional development programs.

#### 1. Managing Stress in Self and Others

- |                                         |                                   |
|-----------------------------------------|-----------------------------------|
| <input type="radio"/> A great deal      | <input type="radio"/> A little    |
| <input type="radio"/> A lot             | <input type="radio"/> None at all |
| <input type="radio"/> A moderate amount |                                   |

#### 2. Managing Time

- |                                         |                                   |
|-----------------------------------------|-----------------------------------|
| <input type="radio"/> A great deal      | <input type="radio"/> A little    |
| <input type="radio"/> A lot             | <input type="radio"/> None at all |
| <input type="radio"/> A moderate amount |                                   |

#### 3. Personal Goal Setting

- |                                         |                                   |
|-----------------------------------------|-----------------------------------|
| <input type="radio"/> A great deal      | <input type="radio"/> A little    |
| <input type="radio"/> A lot             | <input type="radio"/> None at all |
| <input type="radio"/> A moderate amount |                                   |

#### 4. How to be a Star at Work

- |                                         |                                   |
|-----------------------------------------|-----------------------------------|
| <input type="radio"/> A great deal      | <input type="radio"/> A little    |
| <input type="radio"/> A lot             | <input type="radio"/> None at all |
| <input type="radio"/> A moderate amount |                                   |

#### 5. Effective Listening

- |                                         |                                   |
|-----------------------------------------|-----------------------------------|
| <input type="radio"/> A great deal      | <input type="radio"/> A little    |
| <input type="radio"/> A lot             | <input type="radio"/> None at all |
| <input type="radio"/> A moderate amount |                                   |

#### 6. Improving Personal Efficiency

- |                                         |                                   |
|-----------------------------------------|-----------------------------------|
| <input type="radio"/> A great deal      | <input type="radio"/> A little    |
| <input type="radio"/> A lot             | <input type="radio"/> None at all |
| <input type="radio"/> A moderate amount |                                   |

7. Oral Communication Skills

A great deal

A lot

A moderate amount

A little

None at all

8. Creative Thinking and Problem Solving

A great deal

A lot

A moderate amount

A little

None at all

9. Creating Your Personal Mission Statement and Life Vision/Values

A great deal

A lot

A moderate amount

A little

None at all

10. Working in a Team

A great deal

A lot

A moderate amount

A little

None at all

11. Living a Balanced Life

A great deal

A lot

A moderate amount

A little

None at all

12. Living in Times of Change

A great deal

A lot

A moderate amount

A little

None at all

13. Getting Things Done: Improving Work Processes

A great deal

A lot

A moderate amount

A little

None at all

14. Developing Decision Making

A great deal

A lot

A moderate amount

A little

None at all

15. Networking: Developing Your Network

A great deal

A lot

A moderate amount

A little

None at all

16. Improving Personal Power and Initiative

A great deal

A lot

A moderate amount

A little

None at all

17. Personality and Learning-Style Inventory/Identification

A great deal

A lot

A moderate amount

A little

None at all

18. Discovering Joy: Living a Joyful Life

A great deal

A lot

A moderate amount

A little

None at all

19. Business Writing (half to full day)

A great deal

A lot

A moderate amount

A little

None at all

20. The Strength-based Performer: a 360-degree feedback peer report in a half day to create an action plan

A great deal

A lot

A moderate amount

A little

None at all

21. The Power of Leadership: Leaders do Five Things

A great deal

A lot

A moderate amount

A little

None at all

22. Building Trust with Others

A great deal

A lot

A moderate amount

A little

None at all

23. Effective Communication

A great deal

A lot

A moderate amount

A little

None at all

24. Interviewing and Hiring Top Talent

A great deal

A lot

A moderate amount

A little

None at all

25. Delegating: Six Steps for Releasing Potential

A great deal

A lot

A moderate amount

A little

None at all

26. Motivating and Empowering Others

A great deal

A lot

A moderate amount

A little

None at all

27. Dealing or Working with Difficult People

A great deal

A lot

A moderate amount

A little

None at all

28. Resolving Interpersonal Conflict

A great deal

A little

A lot

None at all

A moderate amount

29. Managing Individual Performance: Giving Performance Feedback

A great deal

A little

A lot

None at all

A moderate amount

30. Coaching and Counseling

A great deal

A little

A lot

None at all

A moderate amount

31. Mentoring Others Effectively

A great deal

A little

A lot

None at all

A moderate amount

32. *Crucial Conversations* (Mastery Course) or Overview

A great deal

A little

A lot

None at all

A moderate amount

33. *Crucial Accountability: (Mastery Course) or Overview*

A great deal

A little

A lot

None at all

A moderate amount

34. The Strength-based Leader w/ 360 Degree feedback reports (half day)

A great deal

A little

A lot

None at all

A moderate amount

35. *The 7 Habits of Highly Effective People* (three-day FranklinCovey program or virtual course)

A great deal

A little

A lot

None at all

A moderate amount

36. *Leading at the Speed of Trust* (Two-day FranklinCovey Program or virtual)

A great deal

A little

A lot

None at all

A moderate amount

37. *Building Effective Teams* (half or full day)

A great deal

A little

A lot

None at all

A moderate amount

38. *Creating Team Mission/Vision*

A great deal

A little

A lot

None at all

A moderate amount

39. *Leading Effective Meetings*

A great deal

A little

A lot

None at all

A moderate amount

40. *Goal Setting and Action Planning (Team)*

A great deal

A little

A lot

None at all

A moderate amount

41. *Creating a Culture of Performance and Accountability*

A great deal

A little

A lot

None at all

A moderate amount

42. Resolving Team and Interpersonal Conflict

A great deal

A lot

A moderate amount

A little

None at all

43. Execution: Turning Strategy into Action (Team)

A great deal

A lot

A moderate amount

A little

None at all

44. Negotiating: Getting to Yes

A great deal

A lot

A moderate amount

A little

None at all

45. Creative Problem Solving (Team)

A great deal

A lot

A moderate amount

A little

None at all

46. Leading Change in your Team

A great deal

A lot

A moderate amount

A little

None at all

47. Cross-gender Understanding: Men and Women in Work and Relationships

A great deal

A lot

A moderate amount

A little

None at all

48. Leading Across the Four Generations

A great deal

A lot

A moderate amount

A little

None at all

49. The Attitude Virus: Overcoming Workplace Negativity

A great deal

A little

A lot

None at all

A moderate amount

50. Leading in Diversity: Respecting and Leveraging Diversity

A great deal

A little

A lot

None at all

A moderate amount

51. Building a Team Culture

A great deal

A little

A lot

None at all

A moderate amount

52. Giving Effective Feedback

A great deal

A little

A lot

None at all

A moderate amount

53. Delivering Effective Training (half or full day)

A great deal

A little

A lot

None at all

A moderate amount

54. Designing Effective and Interactive Instruction

A great deal

A little

A lot

None at all

A moderate amount

55. Eight Power Skills for Effective Presenting

A great deal

A little

A lot

None at all

A moderate amount



56. Maintaining Professional Boundaries (Guardrails)

A great deal

A lot

A moderate amount

A little

None at all

57. Creating Organizational Vision/Mission/Values

A great deal

A lot

A moderate amount

A little

None at all

58. Strategic Thinking and Creating Strategic Plans

A great deal

A lot

A moderate amount

A little

None at all

59. Turning Strategy into Results (Execution/Scoreboarding)

A great deal

A lot

A moderate amount

A little

None at all

60. Creating Learning Organizations

A great deal

A lot

A moderate amount

A little

None at all

61. Assessing Learning and Development Priorities/Developing Training Plan

A great deal

A lot

A moderate amount

A little

None at all

62. Building a Diverse and Effective Corporate Culture

A great deal

A lot

A moderate amount

A little

None at all

63. Encouraging, Respecting and Championing Diversity in the Organization

A great deal

A little

A lot

None at all

A moderate amount

64. Leading Change in the Organization

A great deal

A little

A lot

None at all

A moderate amount

65. Customers Only Want Two Things: Winning Customer Loyalty (half day)

A great deal

A little

A lot

None at all

A moderate amount

66. Serving Difficult Customers

A great deal

A little

A lot

None at all

A moderate amount

67. Building and Leading a Service-centric Team

A great deal

A little

A lot

None at all

A moderate amount

68. Serving by Phone

A great deal

A little

A lot

None at all

A moderate amount

69. Creating and Maintaining a Service Culture

A great deal

A little

A lot

None at all

A moderate amount

70. Identifying Service Barriers/Fixing Service Processes

A great deal

A little

A lot

None at all

A moderate amount

71. Serving the Internal Customer

A great deal

A little

A lot

None at all

A moderate amount

72. What other subjects or topics would you like to see addressed?