

# ASSESSMENT FORM



Please fill out this assessment to help us better understand your ESL for Business needs. After filling out the form and returning it to us, we will provide you with a free ESL for Business training session.

Name of Business \_\_\_\_\_ Contact Person \_\_\_\_\_  
Phone \_\_\_\_\_ Email \_\_\_\_\_  
Address \_\_\_\_\_

What are the daily tasks of the company's staff? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

What are the company's priorities for staff improvement? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

What are your staff's most urgent short-term needs for English? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

What kind of feedback does the company want from the school? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Have the students had any prior ESL training? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

What previous training courses have been arranged for the staff? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Would you like to make any comments or suggestions? Do you have any questions? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Where did you hear about Skill House Learning? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_