1. **Did Trainer Join 15-min prior to start time?**
	* **Yes**
	* **No (If no provide comment)**
	* **NA**
2. **Did the training start on time?**
	* **Yes**
	* **No (If no provide comment)**
	* **NA**
3. **Did you remind missing participants to join?**
	* **Yes**
	* **No (If No provide comment)**
	* **NA**
4. **Is the participant count matching with Nomination sheet? (If Yes, we should not get the option to mark Ques 5 and 6, but if No, both Ques 5 and 6 should be marked)**
	* **Yes**
	* **No (If No provide comment)**
	* **NA**
5. **Did you escalate it to SM or TOM?**
	* **Yes**
	* **No (If No provide comment)**
	* **NA**
6. **Did you get consent from SM to allow add participants?**
	* **Yes**
	* **No (If No provide comment)**
	* **NA**
7. **Study Material, Lab & other necessary items (Like - Assessment, vouchers etc.) shared to Participants?**

**Need drop down options**

* + **Study Material**
	+ **Lab**
	+ **Assessment**
	+ **Other**
1. **Feedback Link Sent to Trainer & Participants?**
	* **Yes**
	* **No**
	* **NA**
2. **Did you collect the attendance?**
	* **Yes**
	* **No**
	* **NA**
3. **Did you collect and Upload Screenshots?**
	* **Yes**
	* **No**
	* **NA**

**Also keep Browse Option for Uploading Screenshots**