



## Site Coordinator Evaluation Form

# Mastering the Basics: Good Manager and Employee Skills

Friday, November 14, 2003

Presented By Debra Wilcox Johnson

Thank you for participating in this teleconference. Assessment is an important part of any learning experience. Please take a few minutes to answer the following questions about today's teleconference. Your help will assist in planning future conferences.

How valuable was today's teleconference for you on a scale of 1 to 5 (5 is the highest)?

The topic is relevant to me	5	4	3	2	1
The topic is timely for my institution	5	4	3	2	1
The program format was appropriate	5	4	3	2	1
The presenter was effective	5	4	3	2	1
The handouts are useful	5	4	3	2	1
The discussions were stimulating	5	4	3	2	1
My overall impression of the program	5	4	3	2	1

Did you provide activities as part of the program?    Yes    No

If yes, what were they?

What did you like about the program?

How could the program have been better?

What future topics would be of interest to you?

Additional comments? (Please note on back of sheet)

### Please tell us about yourself

Current Position: \_\_\_\_\_

Type of library: \_\_\_\_\_  
Public, academic, school, special)

Years: \_\_\_\_\_  
of library experience

Age: \_\_\_\_\_    Gender:    M    F

Educational Level: \_\_\_\_\_

Name: \_\_\_\_\_    Email: \_\_\_\_\_

Address: \_\_\_\_\_    Phone: \_\_\_\_\_

Please return this form to your site coordinator, or mail it directly to:

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