Participant 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)?

<table>
<thead>
<tr>
<th>The topic is relevant to me</th>
<th>5</th>
<th>4</th>
<th>3</th>
<th>2</th>
<th>1</th>
</tr>
</thead>
<tbody>
<tr>
<td>The topic is timely for my institution</td>
<td>5</td>
<td>4</td>
<td>3</td>
<td>2</td>
<td>1</td>
</tr>
<tr>
<td>The program format was appropriate</td>
<td>5</td>
<td>4</td>
<td>3</td>
<td>2</td>
<td>1</td>
</tr>
<tr>
<td>The presenter was effective</td>
<td>5</td>
<td>4</td>
<td>3</td>
<td>2</td>
<td>1</td>
</tr>
<tr>
<td>The handouts are useful</td>
<td>5</td>
<td>4</td>
<td>3</td>
<td>2</td>
<td>1</td>
</tr>
<tr>
<td>The discussions were stimulating</td>
<td>5</td>
<td>4</td>
<td>3</td>
<td>2</td>
<td>1</td>
</tr>
<tr>
<td>My overall impression of the program</td>
<td>5</td>
<td>4</td>
<td>3</td>
<td>2</td>
<td>1</td>
</tr>
</tbody>
</table>

Where did you view the program? Location: ____________________________
Institution Name, City, State

Were there local site activities as part of the program? Yes No

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:____________________ Years:__________
Public, academic, school, special) 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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