

## Spring 2010 Planning and Preparation Week Individual Session Evaluation

Your evaluation is essential information for future planning and for feedback to presenters. To protect anonymity, please print a separate form for each session you are evaluating, complete it and send it to: Glenné Whisenhunt, CLT, through intercampus mail. Another option is to copy and paste this sheet to a new document and send it, as an attachment, to [gwhisenhunt@occc.edu](mailto:gwhisenhunt@occc.edu). I will delete any identifying information. Make sure you send a separate evaluation sheet for each session you are evaluating.

**Directions:** Please complete a separate evaluation for each session you are evaluating. Check the session you are evaluating from the above list.

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|---|---------------------------------------|
| <input type="radio"/> Master Advisor Workshop   | Dr. Liz Largent                       |
| <input type="radio"/> Electronic Submission of Printing Requests                              | Mr. Steve Duncan                      |
| <input type="radio"/> Workshop: Teaching in ANGEL   | Mr. Bill Hill                         |
| <input type="radio"/> Using Classroom Multimedia Equipment                                    | Mr. Tim Whisenhunt                    |
| <input type="radio"/> General Faculty and Professional Staff Meeting                          | Dr. Felix Aquino                      |
| <input type="radio"/> Faculty Exchange to Mexico  | Mr. Steve Kamm                        |
| <input type="radio"/> Online and Web-Enhanced Courses Faculty Meeting                         | Dr. Glenne' Whisenhunt                |
| <input type="radio"/> Success in College and Life Instructors' Meeting                        | Ms. Darby Johnsen                     |
| <input type="radio"/> Hazardous Communications and General Office Safety                      | Ms. Lisa Vaughn                       |
| <input type="radio"/> Supplemental Instructor Users Session                                   | Ms. Darby Johnsen                     |
| <input type="radio"/> F2F: Effective Online Classes   | Ms. Anita Philipp                     |
| <input type="radio"/> Using the Automated Retention System: Where is It?<br>What Happens?     | Ms. Mary Turner                       |
| <input type="radio"/> In the Event: What Happens "In the Event" of a Tragedy<br>on Campus     | Ms. Rebecca Williams<br>Mr. Ike Sloas |
| <input type="radio"/> Collaborative Learning Implementation Team                              | Dr. Johnson                           |
| <input type="radio"/> Collaborative Learning with Math Faculty                                | Dr. Johnson                           |
| <input type="radio"/> Collaborative Learning with Dr. Johnson and<br>OCCC Implementation Team | Dr. Johnson                           |
| <input type="radio"/> The New CLT: Helping You Help Your Students Measure Up                  | Dr. Glenne' Whisenhunt                |
| <input type="radio"/> Sexual Harassment Prevention Training                                   | Ms. Millie Tibbits                    |

On the items below, **circle the response** that most closely approximates your opinion, with 5 meaning **I Strongly Agree**, 4 meaning **I Agree**, 3 meaning **I Neither Agree or Disagree**, 2 meaning **I Disagree**, and 1 meaning **I Strongly Disagree**.

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|---|---|---|---|---|---|
| 1. The presenter was well-informed on the topic.                                  | 5 | 4 | 3 | 2 | 1 |
| 2. The presenter was able to effectively communicate information to the audience. | 5 | 4 | 3 | 2 | 1 |
| 3. The handouts were useful   | 5 | 4 | 3 | 2 | 1 |
| 4. The overall quality of the Presentation was good                               | 5 | 4 | 3 | 2 | 1 |
| 5. What was the most meaningful part of this presentation?                        |   |   |   |   |   |

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6. What was the least helpful part of this presentation?

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| 7. Was the time allotted for the speaker adequate?             | Yes | No |
| 8. I learned something I can use in the future.                | Yes | No |
| 9. Do you think this session should be repeated in the future? | Yes | No |

10. Additional comments:

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