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Evaluation Forms

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Individual Session Evaluations

Please fill out a copy of this form for every session that you attend. Give as much feedback as you can to the presenter(s). You can deposit the forms in any of the boxes marked "Evaluations" in any of the session rooms (we will sort them out later). Thank you for your help.

Name of Session: _____

Name(s) of Presenter(s): _____

On a scale of **1** (strongly agree) to **5** (strongly disagree), please give your reactions to the following statements.

1. Overall, I think the **information** in this session will be very useful to me in my work.

(strongly agree) 1	2	3	4	5 (strongly disagree)
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Comments:

2. The **presentation** itself was skillfully done.

(strongly agree) 1	2	3	4	5 (strongly disagree)
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Comments:

3. The **handouts/supplementary materials** were a valuable addition to the session.

(strongly agree) 1	2	3	4	5 (strongly disagree)
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Comments:

Additional comments or advice to the presenters:



Conference Evaluation

In order to guide planners of future POD conferences, we need your evaluation of the arrangements we made for this conference. For each category below, please record your numerical rating and write comments and suggestions that will help us improve future conference planning.

Quality of Sessions:

(unsatisfactory)

1	2	3	4	5
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(very satisfactory) *Comments:*

Focus of Conference:

(unsatisfactory)

1	2	3	4	5
---	---	---	---	---

(very satisfactory) *Comments:*

Conference Packet:

(unsatisfactory)

1	2	3	4	5
---	---	---	---	---

(very satisfactory) *Comments:*

Accommodations:

(unsatisfactory)

1	2	3	4	5
---	---	---	---	---

(very satisfactory) *Comments:*

Food:

(unsatisfactory)

1	2	3	4	5
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(very satisfactory) *Comments:*

Entertainment:

(unsatisfactory)

1	2	3	4	5
---	---	---	---	---

(very satisfactory) *Comments:*

Transportation:

(unsatisfactory)

1	2	3	4	5
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(very satisfactory) *Comments:*

Cost:

(unsatisfactory)

1	2	3	4	5
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(very satisfactory) *Comments:*

Overall Rating:

(unsatisfactory)

1	2	3	4	5
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(very satisfactory) *Comments:*