

## Letter of Evaluation Requirements

Dear NOAA Workshop Participant:

Thank you again for participating in this workshop and the evaluation of NOAA's online education resources. You will receive a check for \$250.00 after completing the following workshop requirements. Your return of each item will be recorded in a database maintained by Liz Danter, the evaluator for this project.

Note that your name will be included on the completed questionnaires you submit, only in order to track the return of required documents. Your name will not be associated with the responses you provide, and no one other than the evaluator will view your completed questionnaires. Only summaries of the data will be released in which no individual's answers can be identified. All contact information will be destroyed at the completion of the project. If you have any questions or comments, please feel free to contact Liz Danter at [edanter@bellsouth.net](mailto:edanter@bellsouth.net) or 205-296-3954.

Please use this checklist to record the date you submitted the required instruments. Items 1-3 will be completed at the workshop.

| (Date submitted) | <b>Workshop Requirements</b>  |
|------------------|---|
| (At workshop)    | 1. Complete Pre-Workshop Questionnaire  |
| (At workshop)    | 2. Complete NOS Post-Workshop Questionnaire   |
| (At workshop)    | 3. Complete OE/Overall Post-Workshop Questionnaire  |
|                  | 4. Submit 10-item knowledge assessment quiz and answer key to Liz Danter via email ( <a href="mailto:edanter@bellsouth.net">edanter@bellsouth.net</a> ) |
|                  | 5. Administer Student Pre-Lesson Questionnaire  |
|                  | 6. Conduct a NOAA-related lesson/activity in classroom  |
|                  | 7. Administer Student Post-Lesson Questionnaire   |
|                  | 8. Complete Teacher Follow-Up Questionnaire   |
|                  | 9. Mail completed student pre-lesson, post-lesson, and teacher follow-up questionnaires to Liz Danter   |

Sincerely,

**Liz Danter**  
E. Danter Evaluation  
205-296-3954  
[edanter@bellsouth.net](mailto:edanter@bellsouth.net)

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