

Feedback for Meetings and Events

Meeting/Event Title: _____

Thank you for attending <insert title of meeting/event> on <insert date>. Please provide your feedback about the event by completing the brief survey below. Your responses are anonymous and will help the Children's Bureau to provide useful, informative, and relevant meetings/events in the future.

The following are statements about the presenter/facilitator and the overall event. Please rate your agreement using this scale:

- SD** – Strongly disagree
- D** – Disagree
- N** – Neither agree nor disagree
- A** – Agree
- SA** – Strongly agree

Presenter(s)					
The presenter(s)/facilitator(s) was/were well-prepared, knowledgeable, and professional.	SD	D	N	A	SA
The presenter(s)/facilitator(s) encouraged discussion and responded well to questions/comments, including challenging questions and differing opinions.	SD	D	N	A	SA
The presenter(s)/facilitator(s) provided the information clearly and logically.	SD	D	N	A	SA
Meeting/Event					
The material was appropriate for my level of experience and knowledge.	SD	D	N	A	SA
I received adequate preparatory materials to participate effectively in this meeting/event	SD	D	N	A	SA
The meeting addressed the critical issues of the topic.	SD	D	N	A	SA
I was able to interact fully as appropriate in this meeting/event.	SD	D	N	A	SA
I am satisfied with the overall quality of this meeting/event.	SD	D	N	A	SA

1. What aspects of this meeting were most helpful to you?

2. What, if anything, would you suggest to change for future meetings?

3. Do you have any additional comments?
