

Survey questions:

Preliminary question

- Which of the following in the list below best describes you? (Please select one.)
 - o National Archives Employee
 - o Student
 - o Volunteer
 - o Docent
- Which video in the list below did you watch? (Please select one.)
 - o Google Drive FAQs – Sharing a Document
 - o Google Drive FAQs – Creating a Document
 - o ICN FAQs – Managing Email Notifications
 - o ICN FAQs – Is Anyone Using My Group
 - o ICN FAQs – Getting There
 - o ICN FAQs – Finding Information About Research Services
 - o ICN FAQs – Difference between a Group and a Space
 - o ICN FAQs – Adding a Profile Photo

Objectives

1. **Objectives were made clear in the tutorial.**
 - a. Scale: Strongly Agree, Agree, Neither Agree nor Disagree, Disagree, Strongly Disagree, No Comment

Topic

2. **The topic of the tutorial was thoroughly covered.**
 - a. Scale: Strongly Agree, Agree, Neither Agree nor Disagree, Disagree, Strongly Disagree, No Comment
3. **The tutorial provided relevant and useful information.**
 - a. Scale: Strongly Agree, Agree, Neither Agree nor Disagree, Disagree, Strongly Disagree, No Comment
4. **The tutorial helped you gain new knowledge and skills that will be useful for your work.**
 - a. Scale: Strongly Agree, Agree, Neither Agree nor Disagree, Disagree, Strongly Disagree, No Comment

Presentation

5. **Overall, how would you evaluate the tutorial?**
 - a. Scale: Excellent, Very Good, Fair, Poor, Very Poor, No comment
6. **How would you rate the quality and content of the tutorial?**
 - a. Scale: Excellent, Very Good, Fair, Poor, Very Poor, No comment
7. **The tutorial was informative.**
 - a. Scale: Strongly Agree, Agree, Neither Agree nor Disagree, Disagree, Strongly Disagree, No Comment
8. **The tutorial was easy to follow.**

- a. Scale: Strongly Agree, Agree, Neither Agree nor Disagree, Disagree, Strongly Disagree, No Comment

Satisfaction

9. Overall, I was satisfied with the tutorial.

- a. Scale: Strongly Agree, Agree, Neither Agree nor Disagree, Disagree, Strongly Disagree, No Comment

10. Would you recommend the tutorial to a colleague?

- a. Yes
- b. No

Skill

11. Was the presenter organized and prepared?

- a. Yes
- b. No

12. Did the presenter provide practical applications?

- a. Yes
- b. No

13. Did the presenter relate the subject matter to a real life situation?

- a. Yes
- b. No

Style

14. Overall, how would you rate the presentation style of the tutorial?

- a. Scale: Excellent, Very Good, Fair, Poor, Very Poor, No comment

Additional Topics

16. How did you hear about the tutorial? [narrative]

17. What topics would you like featured in future tutorials? [narrative]

18. How could the tutorial be improved? [narrative]