

Class Evaluation

Help us
serve you
better by
giving us your
opinion.

1 Class: _____ Date: _____ Instructor: _____

2 The Course . . .

- A. Objectives were achieved
- B. Content will be useful to my job
- C. Handouts were informative
- D. Overall met my expectations

The Instructor . . .

- A. Was organized and prepared
- B. Encouraged class participation
- C. Related subject matter to work situation
- D. Kept discussion focused on relevant topics
- E. Overall was very effective

Customer Service . . .

- A. Course description was Informative
- B. Registration process was user-friendly
- C. Facilities were conveniently located

Fully	Mostly	Some	Little	Not at all
Fully	Mostly	Some	Little	Not at all
Fully	Mostly	Some	Little	Not at all

3 Please tell us . . .

How you will use the information from the class and how it could improve?

Which one of the following categories best describes you . . .

- | | |
|--|--|
| <input type="checkbox"/> Federal agency personnel, civilian or military | <input type="checkbox"/> Professional or non-profit educational organization |
| <input type="checkbox"/> College or university staff or student, business employee, researcher | <input type="checkbox"/> State of local government agency personnel |
| <input type="checkbox"/> Educator or student for K-12 grades | <input type="checkbox"/> Foundation or Friends group associated with the National Archives |
| <input type="checkbox"/> Genealogist, family historian or genealogical researcher | <input type="checkbox"/> General Public |
| | <input type="checkbox"/> Other (please specify) |



If you wish to direct additional comments to a supervisor, you may contact

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