

## Survey Request Emails for OneLab Summit

### Email to OneLab Summit Attendees: Thank You and Survey

To: OneLab Summit Attendees  
From: OneLab Team  
Title: Thank you for attending CDC OneLab Summit!  
Attachments: None

Hello,  
Thank you for participating in CDC OneLab™ Summit [year]. Whether this is your first OneLab Summit or you have attended previously, we hope it was an immersive experience filled with in-depth learning, networking, and useful resources.

The OneLab team is seeking to understand participants overall experience during OneLab Summit. Thus, the OneLab Team would be grateful if you would take no more than 10 minutes to complete the following post-event evaluation survey: [\[LINK: OneLab Summit Post-Event Survey\]](#). Your answers to these questions will help CDC refine and tailor our approach to OneLab Summit planning in the future.

It is extremely important to us that each Summit offers engaging sessions on topics relevant to your work and invites knowledgeable and exciting speakers. Your responses will be anonymous, and no unique identifying information will be sought or kept. The feedback we receive will be summarized in aggregate only and used for program improvement.

Please note that you must complete this survey to receive P.A.C.E. ® credits for P.A.C.E. ® sessions you attended. If you intend to receive P.A.C.E. ® credits for more than one session, please complete the full survey once, and then return to the survey and answer “Yes” for the first question on the Instructions page and proceed to complete only the P.A.C.E. ® section of the survey for the sessions you attended.

After completing the survey, feel free to email [OneLab@cdc.gov](mailto:OneLab@cdc.gov) with additional feedback, questions, or suggestions.

Thank you again for attending OneLab Summit.

Sincerely,  
CDC OneLab

### Email to OneLab Summit Attendees: Survey Reminder

To: OneLab Summit Attendees  
From: OneLab Team  
Title: CDC OneLab Summit Survey Reminder  
Attachments: None

Hello,  
This is a reminder to please complete the OneLab Summit Post-Event Survey [\[LINK: OneLab Summit Post-Event Survey\]](#) if you have not already. The last day to complete the survey is [\[DATE\]](#).

Your answers to these questions will help CDC refine and tailor our approach to OneLab Summit planning in the future. It is extremely important to us that each Summit offers engaging sessions on topics relevant to your work and invites knowledgeable and exciting speakers. Your responses will be anonymous, and no unique identifying information will be sought or kept. The feedback we receive will be summarized in aggregate only and used for program improvement.

Please note that you must complete this survey to receive P.A.C.E. ® credits for P.A.C.E. ® sessions you attended. If you intend to receive P.A.C.E. ® credits for more than one session, please complete the full survey once, and then return to the survey and answer “Yes” for the first question on the Instructions page and proceed to complete only the P.A.C.E. ® section of the survey for the sessions you attended.

After completing the survey, feel free to email [OneLab@cdc.gov](mailto:OneLab@cdc.gov) with additional feedback, questions, or suggestions.

Thank you again for attending OneLab Summit.

Sincerely,  
CDC OneLab