APPENDIX B SAMPLE PROGRAM EVALUATION FORM

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PROGRAM EVALUATION FORM

Thank you for joining us! By providing your comments, you are helping us to plan future programs and services.

Date:	_ Program:				
How did we do? Pleas	se check one box for ea	ich answer			
		Poor ★	Fair ★★	Good ★★★	Great
Was the program what	you expected?				
How was the content of the program?					
How well did the presenter communicate?					
If there were handouts, did they help you?					
What did you think of the space we used?					
Were the day and time	convenient for you?				
What is your overall ra	ting for this program?				
If you checked Poor★	or Fair★★ for any ques	stions, plea	ise tell us v	why:	
Did you use any library	resources today or ch	eck out any	/ items? `	Yes	No
How did you learn abo	ut today's program? _				
Do you have suggestic	ons for future programs	?			
Do you have any other	comments?				
If you would like us to	contact you, please tell	us how to	reach you	(optional):	
Name: Phone or email:					

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