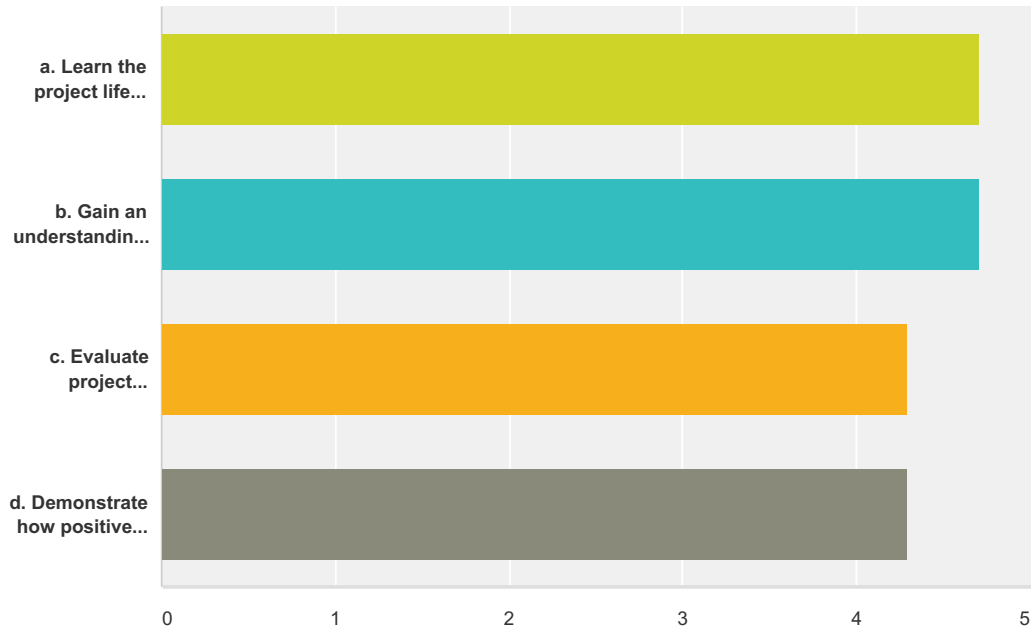


**Q1 Assess the workshop from the standpoint of what you gained from the experience:How well did the workshop meet the following stated objectives?**

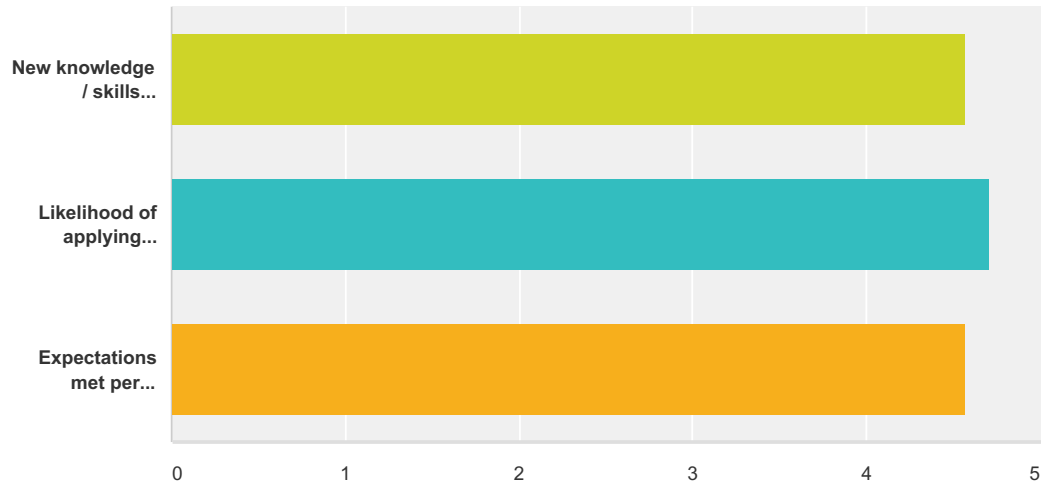
Answered: 7 Skipped: 0



	Poor	Fair	Average	Good	Excellent	Total	Weighted Average
a. Learn the project life cycle from initiation to completion;	0.00% 0	0.00% 0	0.00% 0	28.57% 2	71.43% 5	7	4.71
b. Gain an understanding of how to utilize effective project management tools and techniques;	0.00% 0	0.00% 0	0.00% 0	28.57% 2	71.43% 5	7	4.71
c. Evaluate project outcomes and disseminate project information; and	0.00% 0	0.00% 0	14.29% 1	42.86% 3	42.86% 3	7	4.29
d. Demonstrate how positive personnel management adds to a successful project.	0.00% 0	0.00% 0	14.29% 1	42.86% 3	42.86% 3	7	4.29

## Q2 How would you rate the:

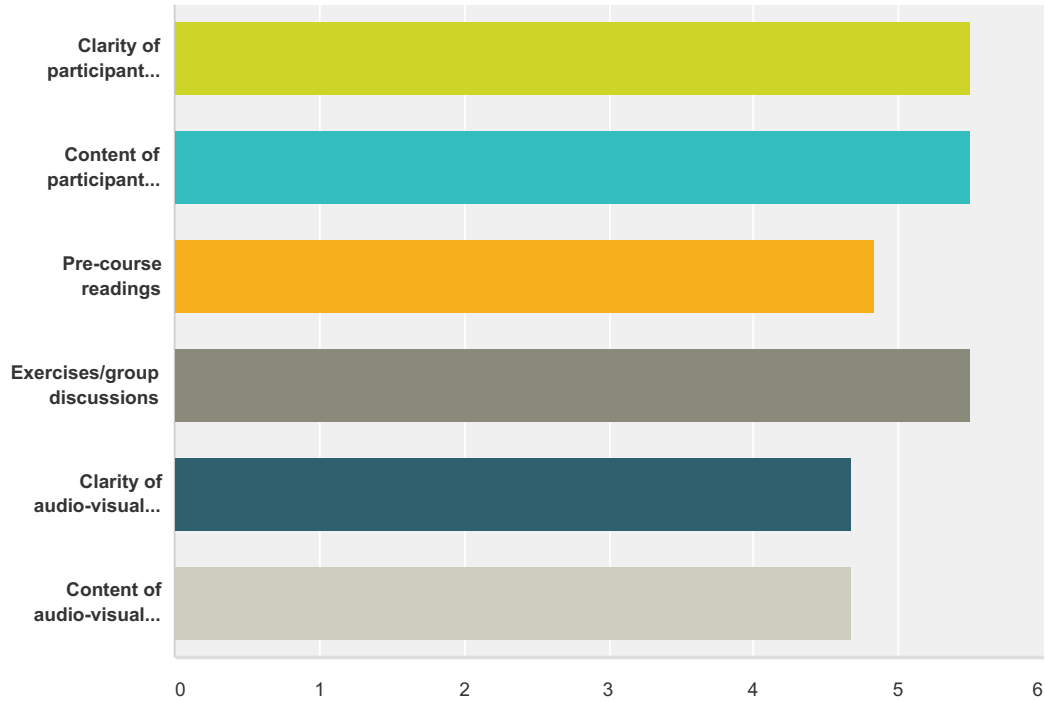
Answered: 7 Skipped: 0



	Poor	Fair	Average	Good	Excellent	Total	Weighted Average
New knowledge / skills acquired	0.00% 0	0.00% 0	0.00% 0	42.86% 3	57.14% 4	7	4.57
Likelihood of applying concepts to your work	0.00% 0	0.00% 0	0.00% 0	28.57% 2	71.43% 5	7	4.71
Expectations met per advertising	0.00% 0	0.00% 0	0.00% 0	42.86% 3	57.14% 4	7	4.57

**Q3 Rate the methods and materials relative to their value in accomplishing the workshop:**

Answered: 6 Skipped: 1



	NA	Poor	Fair	Good	Very Good	Excellent	Total	Weighted Average
Clarity of participant handouts	0.00% 0	0.00% 0	0.00% 0	16.67% 1	16.67% 1	66.67% 4	6	5.50
Content of participant handouts	0.00% 0	0.00% 0	0.00% 0	16.67% 1	16.67% 1	66.67% 4	6	5.50
Pre-course readings	0.00% 0	0.00% 0	16.67% 1	16.67% 1	33.33% 2	33.33% 2	6	4.83
Exercises/group discussions	0.00% 0	0.00% 0	0.00% 0	0.00% 0	50.00% 3	50.00% 3	6	5.50
Clarity of audio-visual aids	16.67% 1	0.00% 0	0.00% 0	16.67% 1	16.67% 1	50.00% 3	6	4.67
Content of audio-visual aids	16.67% 1	0.00% 0	0.00% 0	16.67% 1	16.67% 1	50.00% 3	6	4.67

**Q4 What aspect of the workshop methods/materials was most valuable to you? Why?**

Answered: 6 Skipped: 1

#	Responses	Date
1	The tools taught were very helpful to me. I am particularly looking forward to applying the "Post-It Note" method of developing a project timeline, which I had not been aware of before. I also appreciate having copies of all the slides included in the workbook so that I can refer to them as I implement my improved project management skills.	6/14/2016 2:55 PM
2	The workbook is full of all the information we talked about and I could take notes there and now I have all the information I received in the workshop in one place where I can access it. I really appreciated the group case study work at the end to show how we could really apply the concepts we learned in our every day work. The instructor was really great too and did a good job of explaining the principles she was teaching.	6/14/2016 2:53 PM
3	Instructor presentations and readiness to reply to questions.	5/17/2016 1:45 PM
4	The hands-on experience - for the application process. The concepts are difficult to visualize, but the hands-on experience provided that clarity.	5/16/2016 8:47 AM
5	Great handout, being not just slide prints. Enthusiastic instructor.	5/13/2016 5:03 PM
6	The group exercise. It made me more aware of different learning approaches.	5/12/2016 10:47 AM

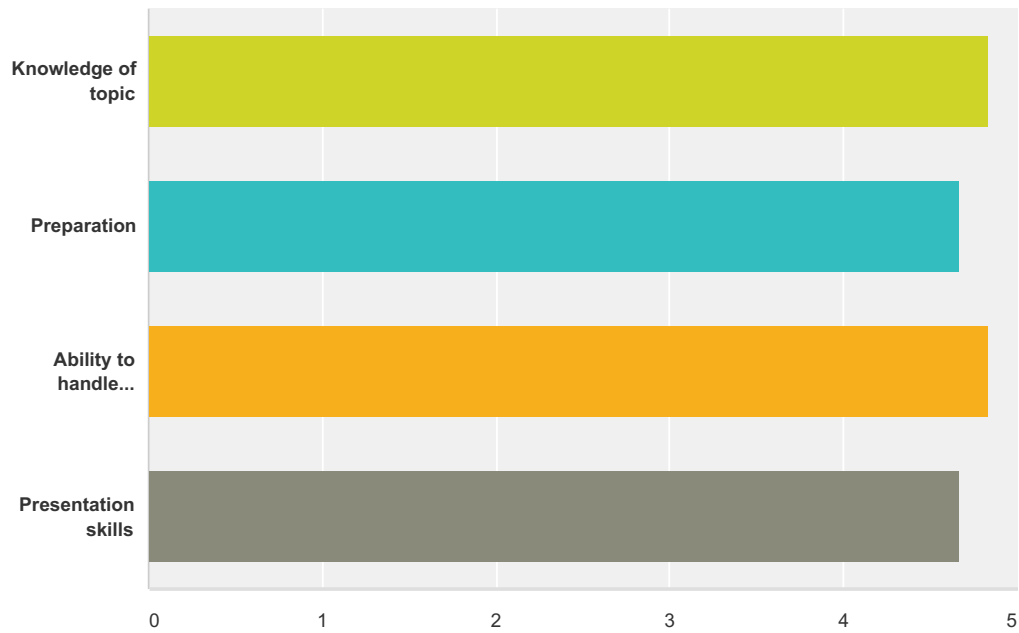
**Q5 What aspect of the workshop methods/materials would you change? Why?**

Answered: 6 Skipped: 1

#	Responses	Date
1	I would like more hands-on work throughout the day. I learned a lot from the practical project at the end and think it might be more effective broken up (for example, begin developing the objective statement after it is discussed during the first section). That might not work with the time allotted, however.	6/14/2016 2:55 PM
2	I would like to see the whole thing a little more geared toward archives. I felt like it was just a general project management course (which I suppose is how it's advertised) but it would be great to have more application to the profession discussed in the class.	6/14/2016 2:53 PM
3	Better clarifications on critical path-something more than diagrams- a good clear definition in the workbook.	5/17/2016 1:45 PM
4	More direction during the hands-on experience. I feel like we wasted a lot of time going down rabbit holes and we tried to figure out the concept.	5/16/2016 8:47 AM
5	Nothing	5/13/2016 5:03 PM
6	Duration. 9-5 is a long day for the amount of information presented.	5/12/2016 10:47 AM

### Q6 How would you rate the individual instructor?

Answered: 6 Skipped: 1



	Poor	Fair	Average	Good	Outstanding	Total	Weighted Average
Knowledge of topic	0.00% 0	0.00% 0	0.00% 0	16.67% 1	83.33% 5	6	4.83
Preparation	0.00% 0	0.00% 0	0.00% 0	33.33% 2	66.67% 4	6	4.67
Ability to handle questions	0.00% 0	0.00% 0	0.00% 0	16.67% 1	83.33% 5	6	4.83
Presentation skills	0.00% 0	0.00% 0	0.00% 0	33.33% 2	66.67% 4	6	4.67

### Q7 Additional Comments for Instructor:

Answered: 2 Skipped: 5

#	Responses	Date
1	I thought Rosemary did an excellent job teaching the class. She is a talented presenter and explained the material in a very accessible way. She also took the time to provide thoughtful answers to student questions during the day.	6/14/2016 2:55 PM
2	She was a great instructor, very knowledgeable of the topic and very good at handling all of our questions.	6/14/2016 2:53 PM

**Q8 What other workshop topics do you need for your continuing education and where would you like to see them held? (List city and state please).**

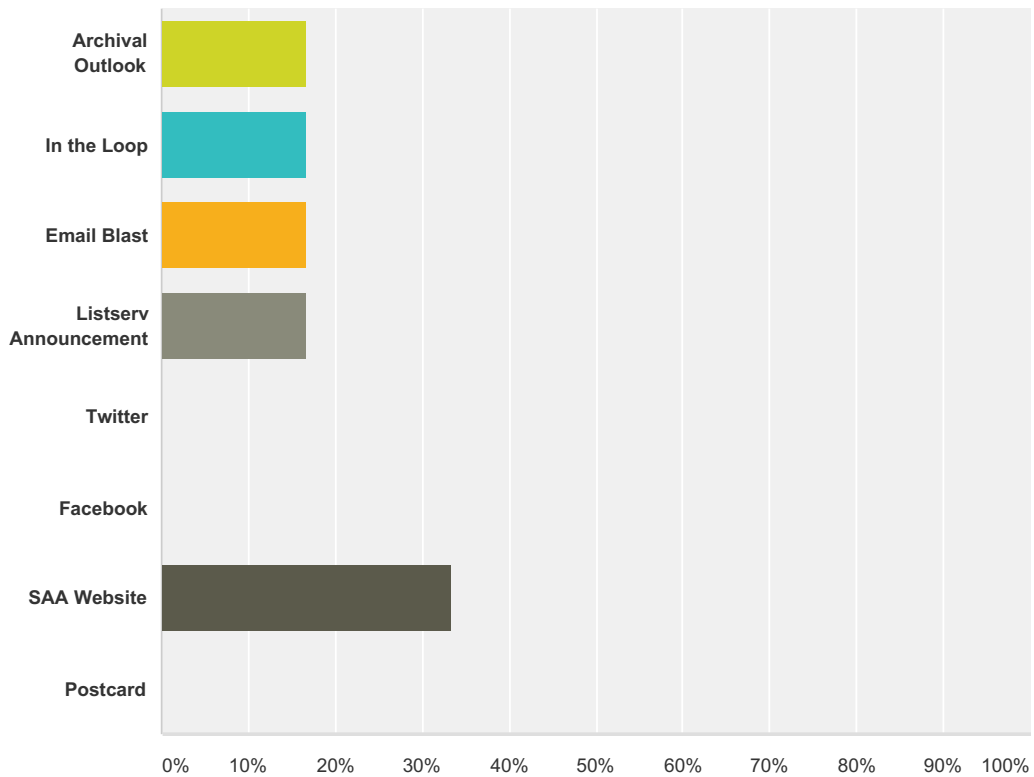
Answered: 6 Skipped: 1

#	Responses	Date
1	I need most of the arrangement and description suite of workshops, the vast majority of which promise to be useful in my work, but will likely not be able to afford them until at least 2018 :( Unfortunately, I have to pick between attending the annual meeting and attending workshops. I would like to see workshops offered in Flagstaff, the Phoenix Metro area, or Tucson, Arizona.	6/14/2016 2:55 PM
2	Many of the A&D workshops are on my radar for my continuing education. I would love to see them held in or near Salt Lake City, Utah.	6/14/2016 2:54 PM
3	Eugene, Corvallis, Salem Oregon	5/17/2016 1:48 PM
4	ACA accreditation workshops - Salt Lake City, Utah	5/16/2016 8:49 AM
5	EAC - Utah or nearby	5/13/2016 5:05 PM
6	Digitization. Logan, Utah	5/12/2016 10:49 AM



### Q9 How did find out about this workshop? Please check all that apply:

Answered: 6 Skipped: 1

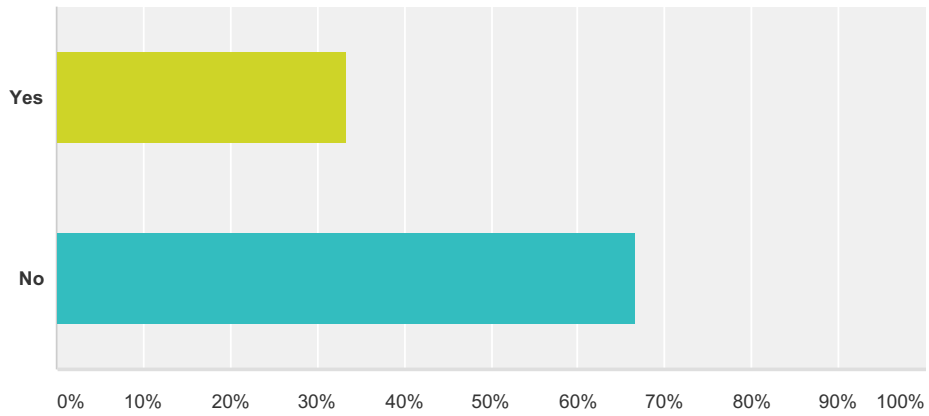


Answer Choices	Responses
Archival Outlook	16.67% 1
In the Loop	16.67% 1
Email Blast	16.67% 1
Listserv Announcement	16.67% 1
Twitter	0.00% 0
Facebook	0.00% 0
SAA Website	33.33% 2
Postcard	0.00% 0
<b>Total Respondents: 6</b>	

#	Other (please specify)	Date
1	I worked on the CIMA programming committee that decided to request this workshop.	6/14/2016 2:55 PM
2	Conference of Intermountain Archives (CIMA) conference announcement	6/14/2016 2:54 PM
3	CIMA Conference	5/16/2016 8:49 AM
4	CIMA conference	5/13/2016 5:05 PM

### Q10 May we use your evaluation and name for testimonials?

Answered: 6 Skipped: 1



Answer Choices	Responses
Yes	33.33% 2
No	66.67% 4
<b>Total</b>	<b>6</b>

#	If "yes", please provide your name.	Date
1	Elizabeth G. Dunham	6/14/2016 2:55 PM
2	Michelle Sayers	6/14/2016 2:54 PM