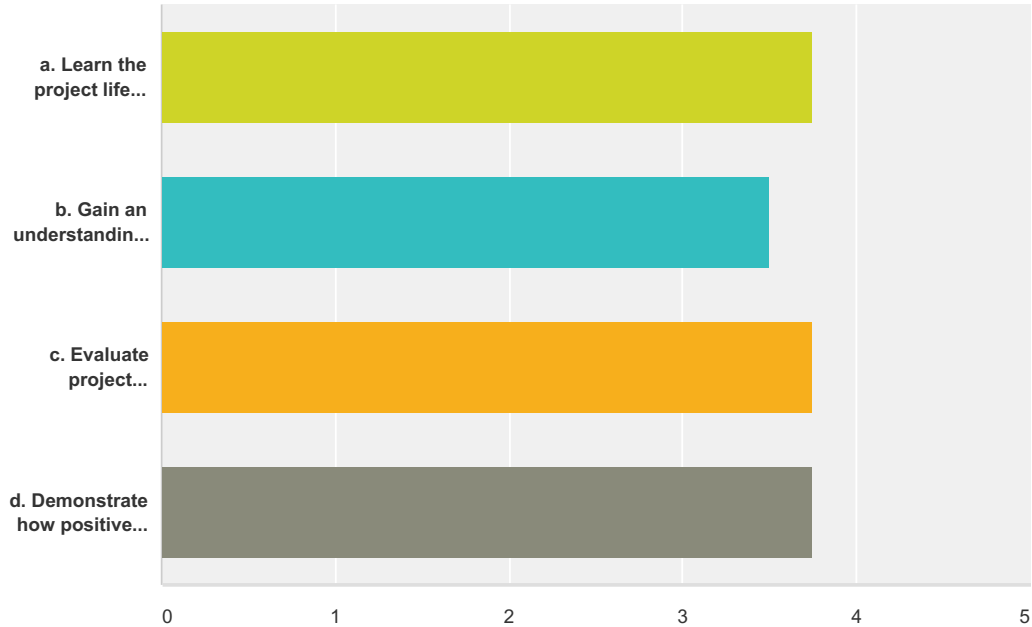


**Q1 Assess the workshop from the standpoint of what you gained from the experience:How well did the workshop meet the following stated objectives?**

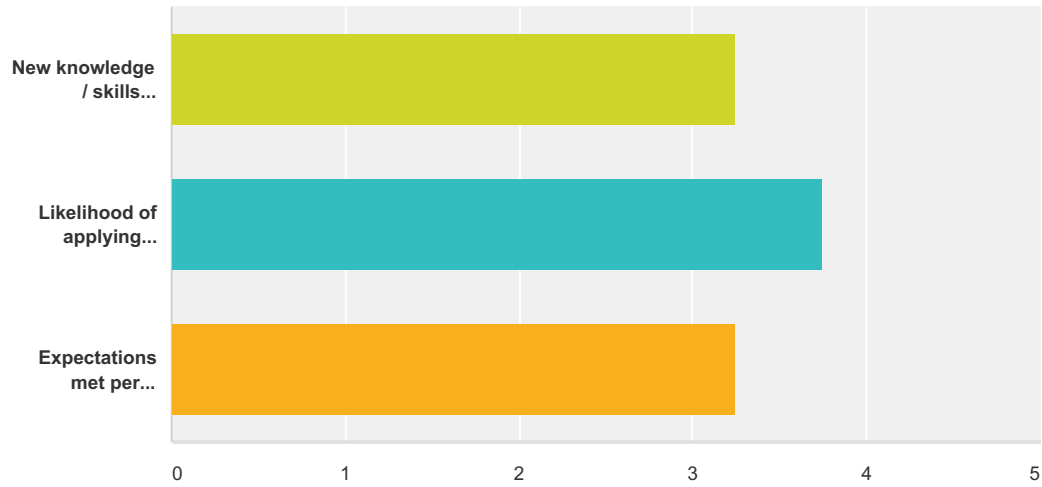
Answered: 4 Skipped: 0



	Poor	Fair	Average	Good	Excellent	Total	Weighted Average
a. Learn the project life cycle from initiation to completion;	25.00% 1	0.00% 0	0.00% 0	25.00% 1	50.00% 2	4	3.75
b. Gain an understanding of how to utilize effective project management tools and techniques;	25.00% 1	0.00% 0	25.00% 1	0.00% 0	50.00% 2	4	3.50
c. Evaluate project outcomes and disseminate project information; and	25.00% 1	0.00% 0	0.00% 0	25.00% 1	50.00% 2	4	3.75
d. Demonstrate how positive personnel management adds to a successful project.	25.00% 1	0.00% 0	0.00% 0	25.00% 1	50.00% 2	4	3.75

## Q2 How would you rate the:

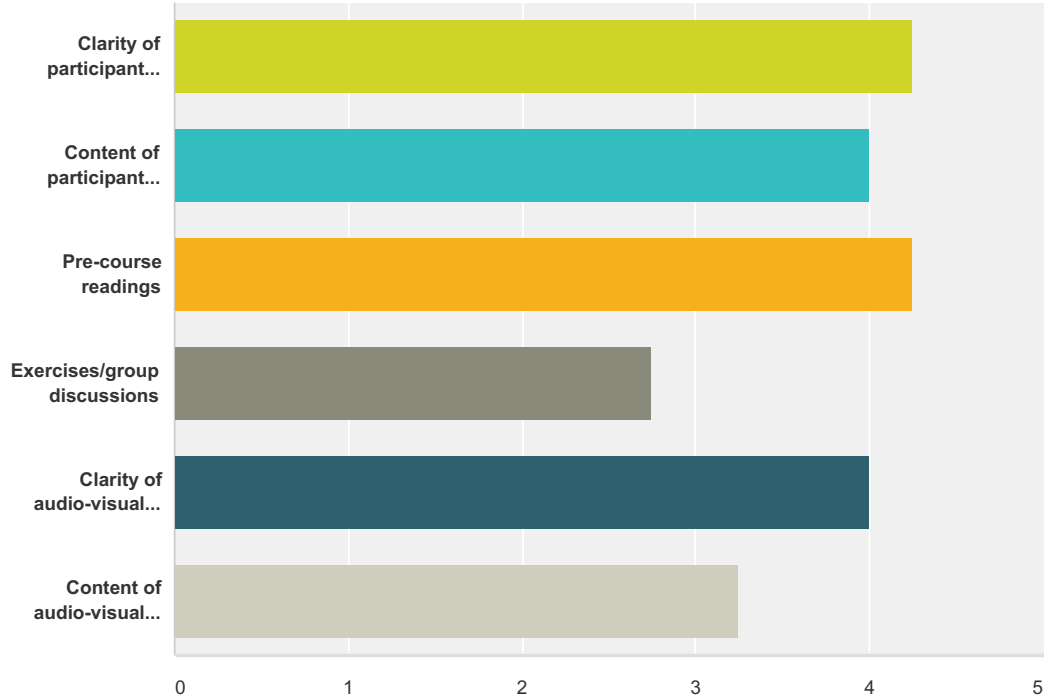
Answered: 4 Skipped: 0



	Poor	Fair	Average	Good	Excellent	Total	Weighted Average
New knowledge / skills acquired	25.00% 1	0.00% 0	25.00% 1	25.00% 1	25.00% 1	4	3.25
Likelihood of applying concepts to your work	25.00% 1	0.00% 0	0.00% 0	25.00% 1	50.00% 2	4	3.75
Expectations met per advertising	25.00% 1	0.00% 0	25.00% 1	25.00% 1	25.00% 1	4	3.25

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

Answered: 4 Skipped: 0



	NA	Poor	Fair	Good	Very Good	Excellent	Total	Weighted Average
Clarity of participant handouts	0.00% 0	25.00% 1	0.00% 0	25.00% 1	25.00% 1	25.00% 1	4	4.25
Content of participant handouts	0.00% 0	25.00% 1	0.00% 0	25.00% 1	50.00% 2	0.00% 0	4	4.00
Pre-course readings	0.00% 0	25.00% 1	0.00% 0	0.00% 0	75.00% 3	0.00% 0	4	4.25
Exercises/group discussions	25.00% 1	25.00% 1	0.00% 0	50.00% 2	0.00% 0	0.00% 0	4	2.75
Clarity of audio-visual aids	0.00% 0	0.00% 0	50.00% 2	25.00% 1	0.00% 0	25.00% 1	4	4.00
Content of audio-visual aids	25.00% 1	0.00% 0	25.00% 1	25.00% 1	25.00% 1	0.00% 0	4	3.25

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

Answered: 4 Skipped: 0

#	Responses	Date
1	Preparing for project proposal/plan questions.	3/14/2016 10:29 AM
2	Excellent presenter -- very knowledgeable with a great deal of experience with the subject, and the kind of personality you want for a day-long workshop!	3/11/2016 8:56 AM
3	The workbook contained great materials that I will continue to consult as a work my way through a myriad of projects.	3/10/2016 11:22 AM
4	Nothing. This workshop was a waste of my time. It was too basic, filled with corporate jargon, and did not relate at all to archival work.	3/7/2016 3:40 PM

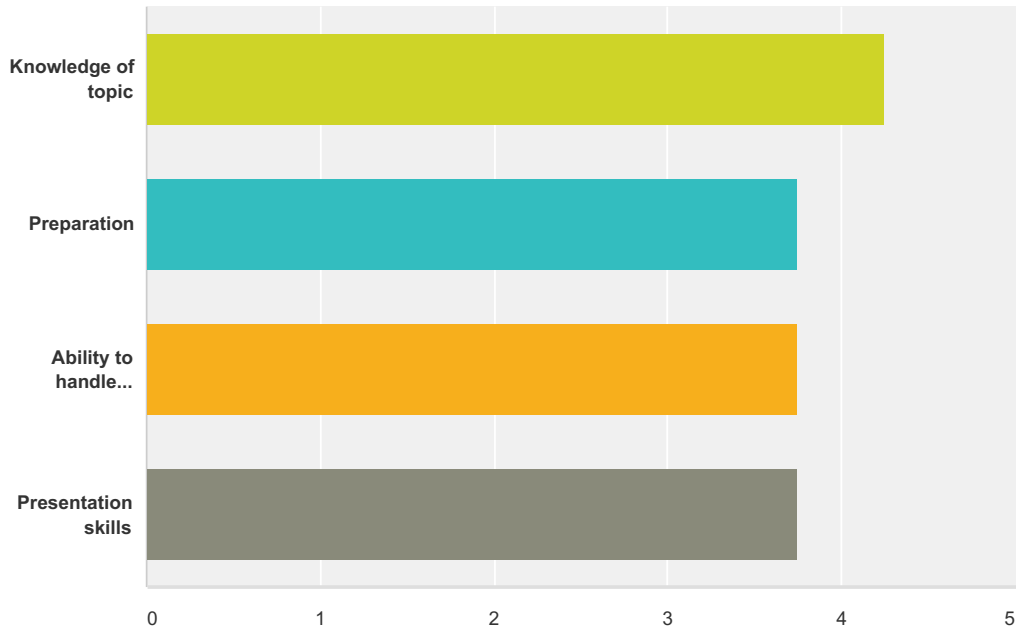
**Q5 What aspect of the workshop  
methods/materials would you change?  
Why?**

Answered: 4 Skipped: 0

#	Responses	Date
1	It would be nice to have more 'workshop' time to actually apply the methods learned to an archival example.	3/14/2016 10:29 AM
2	The workshop left me wanting more. We finished early; if that turns out to be a consistent thing across presentations of this workshop, it would be an opportunity to add more content.	3/11/2016 8:56 AM
3	No suggestions.	3/10/2016 11:22 AM
4	This workshop was advertised as being "for archivists" but NONE of the (very sparse) examples given related whatsoever to archival work. I could have gained the same information from reading a corporate textbook on project management. I had hoped the in-class exercise that related to an archival case study would redeem the workshop but then the instructor skipped it and we adjourned 1.5 hours early.	3/7/2016 3:40 PM

### Q6 How would you rate the individual instructor — Gina Minks?

Answered: 4 Skipped: 0



	Poor	Fair	Average	Good	Outstanding	Total	Weighted Average
Knowledge of topic	0.00% 0	25.00% 1	0.00% 0	0.00% 0	75.00% 3	4	4.25
Preparation	25.00% 1	0.00% 0	0.00% 0	25.00% 1	50.00% 2	4	3.75
Ability to handle questions	25.00% 1	0.00% 0	0.00% 0	25.00% 1	50.00% 2	4	3.75
Presentation skills	25.00% 1	0.00% 0	0.00% 0	25.00% 1	50.00% 2	4	3.75

**Q7 Additional Comments for Instructor:**

Answered: 4 Skipped: 0

#	Responses	Date
1	Gina was great. My only suggestion would be that she pause slightly longer for questions.	3/14/2016 10:30 AM
2	I will gladly attend another workshop by this instructor!	3/11/2016 8:57 AM
3	Gina has a great sense of humor and upbeat personality which enlivened the class a great deal.	3/10/2016 11:22 AM
4	Minks used someone else's slides without altering them. It was evident she had not looked at the slides ahead of time because she had to keep checking to see what material was included or "what [the workshop creator] had said." Minks failed to relate the material to archival work, instead using project examples of planting a garden or cleaning/renovating a kitchen. Why didn't she use examples from her work experience or ask for examples from students? Minks dismissed class 1.5 hours early (after starting 15 minutes late and giving an extra 15 minutes for lunch) because she did not realize there was an in-class exercise (that actually referenced an archival project!) on the agenda. Class was not interactive. Instructor muddled several concepts and had trouble answering questions. Instructor was disorganized and had an unprofessional presentation style. I recommend you do not hire this instructor again.	3/7/2016 3:41 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).**

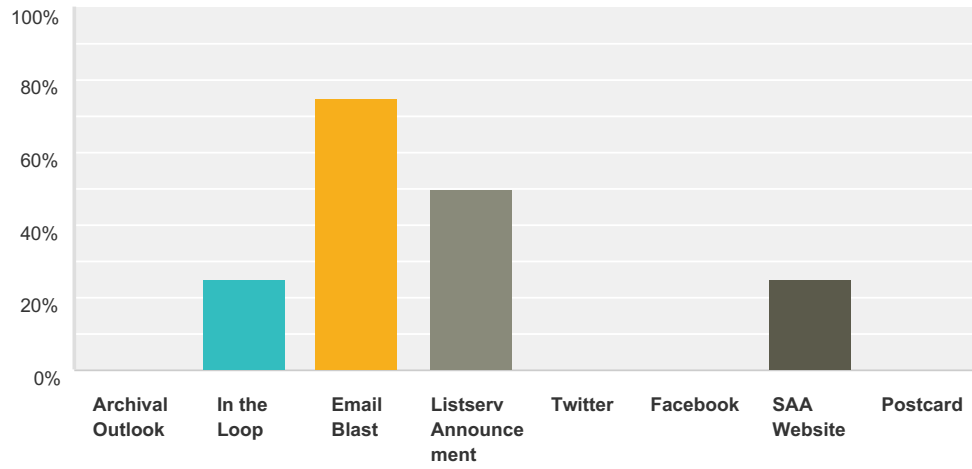
Answered: 4 Skipped: 0

#	Responses	Date
1	Supervising Archival Projects, Dallas, TX Effective outreach/engagement with archival collection, Dallas, TX	3/14/2016 10:30 AM
2	Hands-on, physical preservation techniques. Near Dallas would be great.	3/11/2016 8:58 AM
3	None at this time.	3/10/2016 11:22 AM
4	DFW, southern Oklahoma Managing electronic records Archival reference Implementing ArchivesSpace	3/7/2016 3:41 PM



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

Answered: 4 Skipped: 0

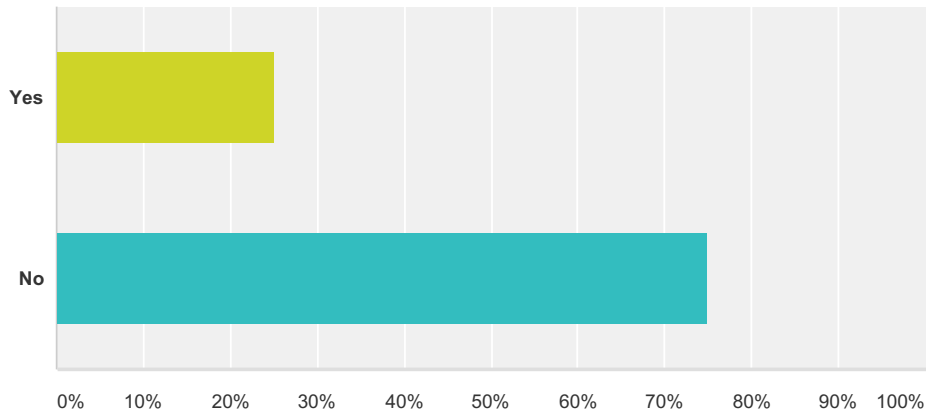


Answer Choices	Responses
Archival Outlook	0.00% 0
In the Loop	25.00% 1
Email Blast	75.00% 3
Listserv Announcement	50.00% 2
Twitter	0.00% 0
Facebook	0.00% 0
SAA Website	25.00% 1
Postcard	0.00% 0
<b>Total Respondents: 4</b>	

#	Other (please specify)	Date
1	Employer-sponsored.	3/11/2016 8:58 AM

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

Answered: 4 Skipped: 0



Answer Choices	Responses
Yes	25.00% 1
No	75.00% 3
<b>Total</b>	<b>4</b>

#	If "yes", please provide your name.	Date
1	Maristella Feustle	3/11/2016 8:58 AM