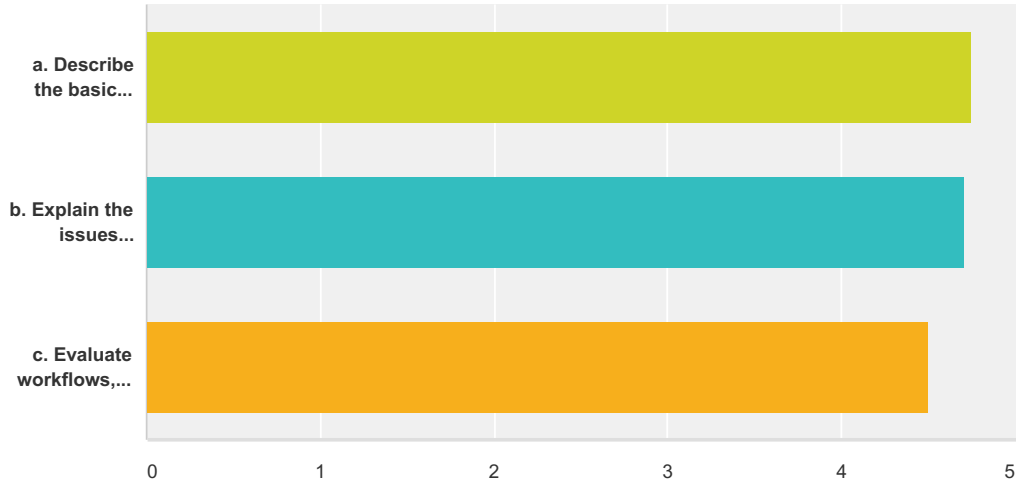


Q1 Assess the workshop from the standpoint of what you gained from the experience:How well did the workshop meet the following stated objectives?

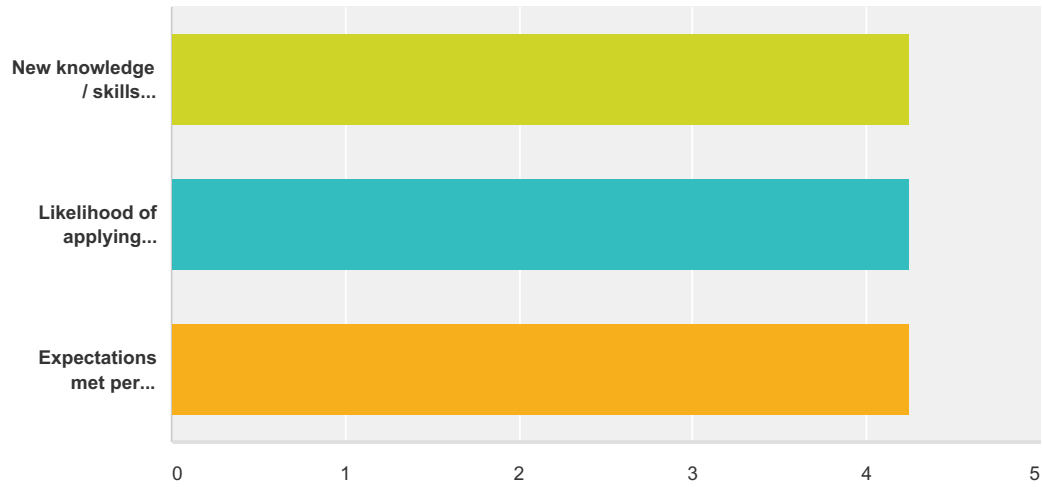
Answered: 8 Skipped: 0



	Poor	Fair	Average	Good	Excellent	Total	Weighted Average
a. Describe the basic elements of an electronic records program, including policy, authenticity, storage requirements, advocacy, and management strategies;	0.00% 0	0.00% 0	0.00% 0	25.00% 2	75.00% 6	8	4.75
b. Explain the issues surrounding creating policies governing the management of electronic records in your organization; and	0.00% 0	0.00% 0	0.00% 0	28.57% 2	71.43% 5	7	4.71
c. Evaluate workflows, systems, storage, and tools for managing electronic records appropriate for your organization.	0.00% 0	0.00% 0	0.00% 0	50.00% 4	50.00% 4	8	4.50

Q2 How would you rate the:

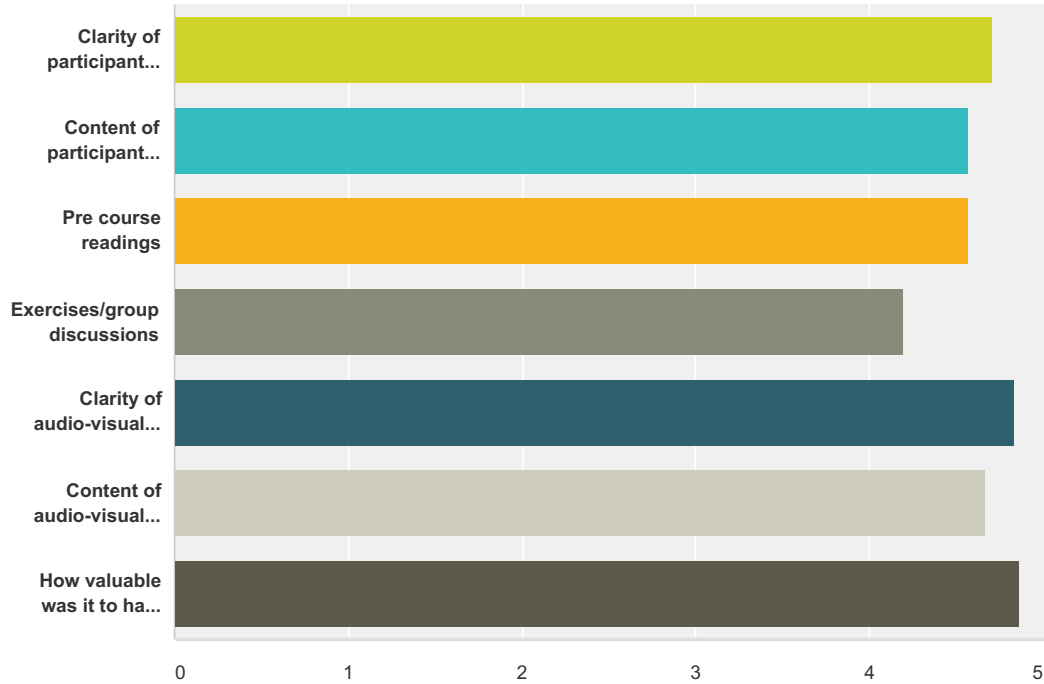
Answered: 8 Skipped: 0



	Poor	Fair	Average	Good	Excellent	Total	Weighted Average
New knowledge / skills acquired	0.00% 0	0.00% 0	0.00% 0	75.00% 6	25.00% 2	8	4.25
Likelihood of applying concepts to your work	0.00% 0	0.00% 0	25.00% 2	25.00% 2	50.00% 4	8	4.25
Expectations met per advertising	0.00% 0	0.00% 0	12.50% 1	50.00% 4	37.50% 3	8	4.25

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

Answered: 7 Skipped: 1



	Poor	Fair	Average	Good	Excellent	N/A	Total	Weighted Average
Clarity of participant handouts	0.00% 0	0.00% 0	0.00% 0	28.57% 2	71.43% 5	0.00% 0	7	4.71
Content of participant handouts	0.00% 0	0.00% 0	14.29% 1	14.29% 1	71.43% 5	0.00% 0	7	4.57
Pre course readings	0.00% 0	0.00% 0	14.29% 1	14.29% 1	71.43% 5	0.00% 0	7	4.57
Exercises/group discussions	0.00% 0	0.00% 0	14.29% 1	28.57% 2	28.57% 2	28.57% 2	7	4.20
Clarity of audio-visual aids	0.00% 0	0.00% 0	0.00% 0	14.29% 1	71.43% 5	14.29% 1	7	4.83
Content of audio-visual aids	0.00% 0	0.00% 0	14.29% 1	0.00% 0	71.43% 5	14.29% 1	7	4.67
How valuable was it to have the materials (including pre-reading assignments) available in electronic form?	0.00% 0	0.00% 0	0.00% 0	14.29% 1	85.71% 6	0.00% 0	7	4.86

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

Answered: 7 Skipped: 1

#	Responses	Date
1	n/a	5/11/2016 1:30 PM
2	The part on policy.	5/10/2016 1:24 PM
3	Interaction with a knowledgeable instructor - the material can be intimidating to a newcomer. A close second would be group discussion involving the students' real-life case studies.	5/9/2016 8:17 PM
4	Came away with a much better understanding of policy related to digital materials and a good idea of how to start the process.	5/9/2016 9:27 AM
5	The discussion of the policies and what needs to be in place to actually to the work of preservation and access to electronic records. I was using the course to check that what I have been doing at my institution was correct and on the right track to fitting best practices.	5/9/2016 8:40 AM
6	I felt that the materials built on other classes that I have already taken very well. It helped to reinforce new concepts.	5/6/2016 4:00 PM
7	Knowledge and skills inventory	5/6/2016 3:13 PM

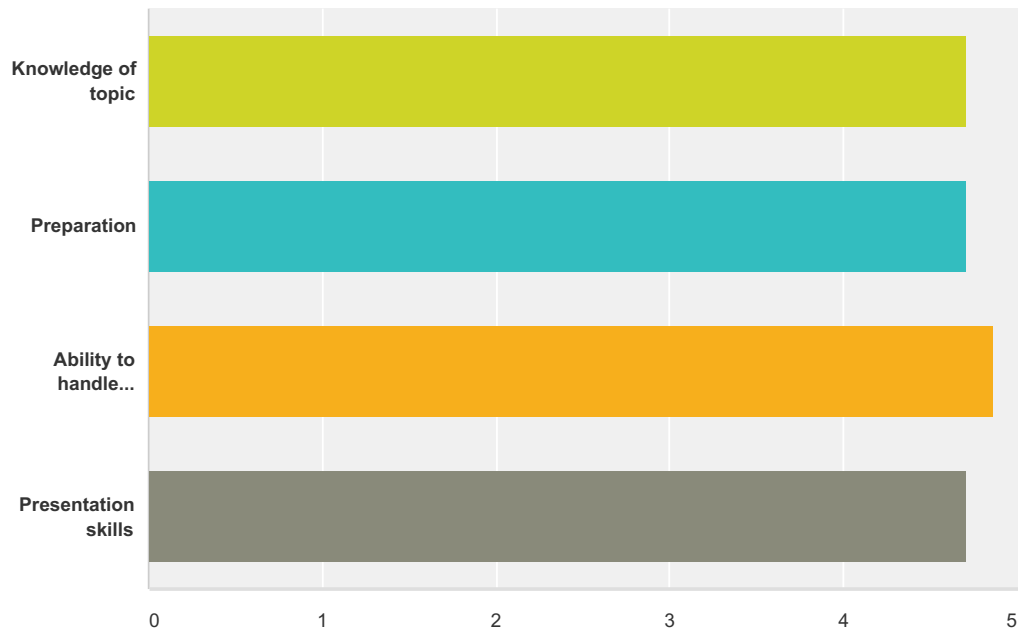
Q5 What aspect of the workshop methods/materials would you change? Why?

Answered: 7 Skipped: 1

#	Responses	Date
1	The test didn't have much to do with content learned, more with what I already knew.	5/11/2016 1:30 PM
2	There were questions in the exam that we did not cover in class. I would make sure there was a better match.	5/10/2016 1:24 PM
3	Nothing	5/9/2016 8:17 PM
4	none	5/9/2016 9:27 AM
5	The hardware/software discussions dragged a bit but I did like the end point of how to evaluate those components to best fit the needs of your institution. I would have liked to learn more about how that process works/case studies rather than what the equipment and software options are in detail.	5/9/2016 8:40 AM
6	Nothing.	5/6/2016 4:00 PM
7	More demonstrations.	5/6/2016 3:13 PM

Q6 How would you rate the individual instructor?

Answered: 7 Skipped: 1



	Poor	Fair	Average	Good	Outstanding	N/A	Total	Weighted Average
Knowledge of topic	0.00% 0	0.00% 0	0.00% 0	28.57% 2	71.43% 5	0.00% 0	7	4.71
Preparation	0.00% 0	0.00% 0	0.00% 0	28.57% 2	71.43% 5	0.00% 0	7	4.71
Ability to handle questions	0.00% 0	0.00% 0	0.00% 0	14.29% 1	85.71% 6	0.00% 0	7	4.86
Presentation skills	0.00% 0	0.00% 0	0.00% 0	28.57% 2	71.43% 5	0.00% 0	7	4.71

Q7 Additional Comments for Instructor:

Answered: 5 Skipped: 3

#	Responses	Date
1	More of what we need to know for the test should be in the content of the class. Also, not everyone works for a college/university so other examples might be useful.	5/11/2016 1:32 PM
2	Thanks for introducing me to "Kirk's Court Martial"	5/9/2016 8:17 PM
3	Great job! Thanks.	5/9/2016 9:28 AM
4	The instructor was very well prepared and knew the information. However, I felt that the pace of the class was a little plodding at times. He spent a lot of time on individual slides (30 minutes) which made the times seem very slow at times.	5/6/2016 4:02 PM
5	Nice and clear	5/6/2016 3:14 PM

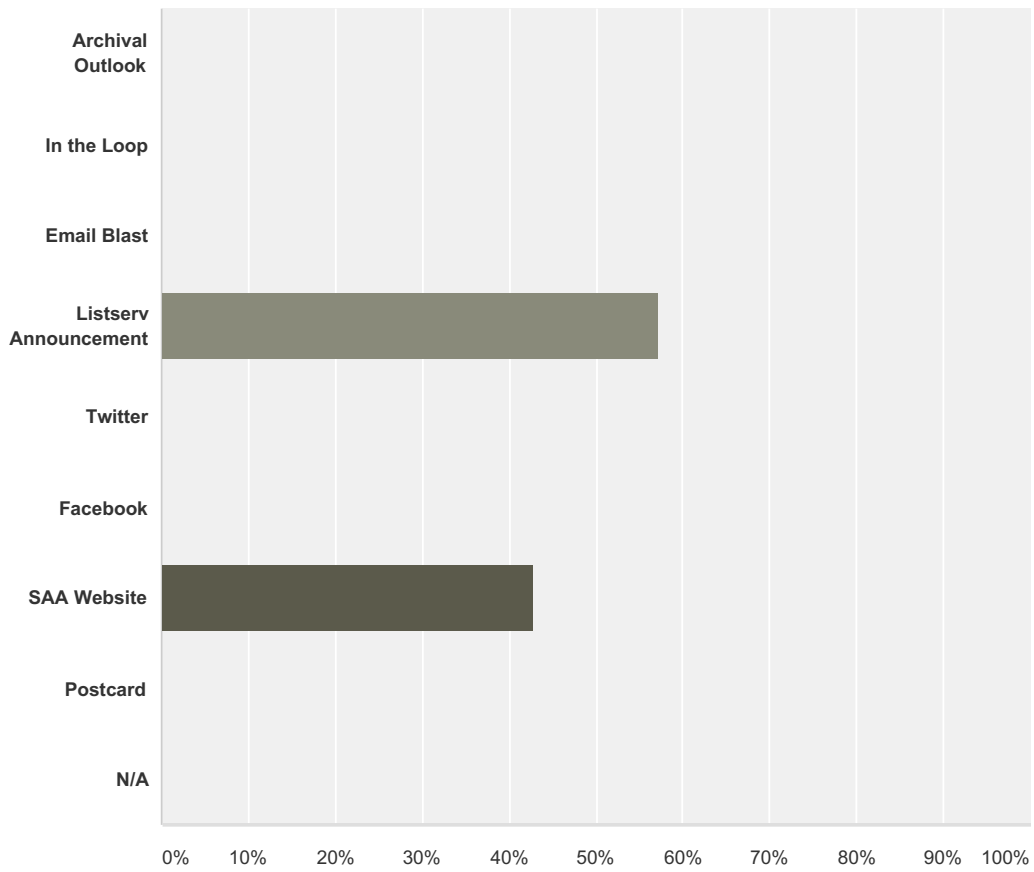
Q8 What other workshop topics do you need for your continuing education and where would you like to see them held? (List city and state please).

Answered: 7 Skipped: 1

#	Responses	Date
1	n/a	5/11/2016 1:32 PM
2	More on Digital Forensics. Gainesville, Florida	5/10/2016 1:25 PM
3	Please bring a Tools and Services course to the American Southeast.	5/9/2016 8:19 PM
4	Accessioning and Ingest of Electronic Records, southeast or east coast, after July 2016 Copyright Issues for Digital Archives, southeast or east coast, after July 2016 DAS Comprehensive exam, Asheville, NC (SNCA annual meeting March 2017)	5/9/2016 10:22 AM
5	Project Management for archival digital projects, Management of Digital Libraries over time, Usability Studies for Digital Libraries. All in Tallahassee, FL or in Southeast region.	5/9/2016 8:42 AM
6	N/A	5/6/2016 4:03 PM
7	Any in Palm Beach County as well as the DAS exam	5/6/2016 3:15 PM

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

Answered: 7 Skipped: 1



Answer Choices	Responses
Archival Outlook	0.00% 0
In the Loop	0.00% 0
Email Blast	0.00% 0
Listserv Announcement	57.14% 4
Twitter	0.00% 0
Facebook	0.00% 0
SAA Website	42.86% 3
Postcard	0.00% 0
N/A	0.00% 0
Total Respondents: 7	

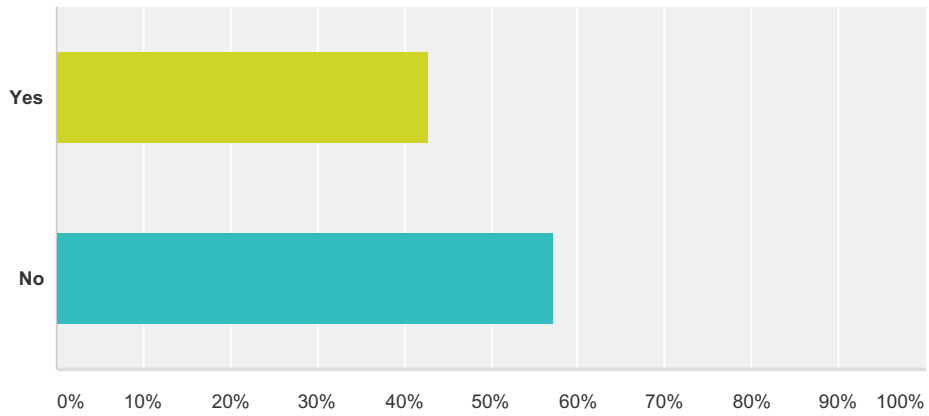
#	Other (please specify)	Date
1	Notification from local committee chair	5/9/2016 8:19 PM

Managing Electronic Records in Archives and Special Collections (MER) - Tallahassee, FL

2	Member of SFA who hosted this week of workshops	5/9/2016 8:42 AM
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Q10 May we use your evaluation and name for testimonials?

Answered: 7 Skipped: 1



Answer Choices	Responses
Yes	42.86% 3
No	57.14% 4
Total	7

#	Name (optional)	Date
	There are no responses.	