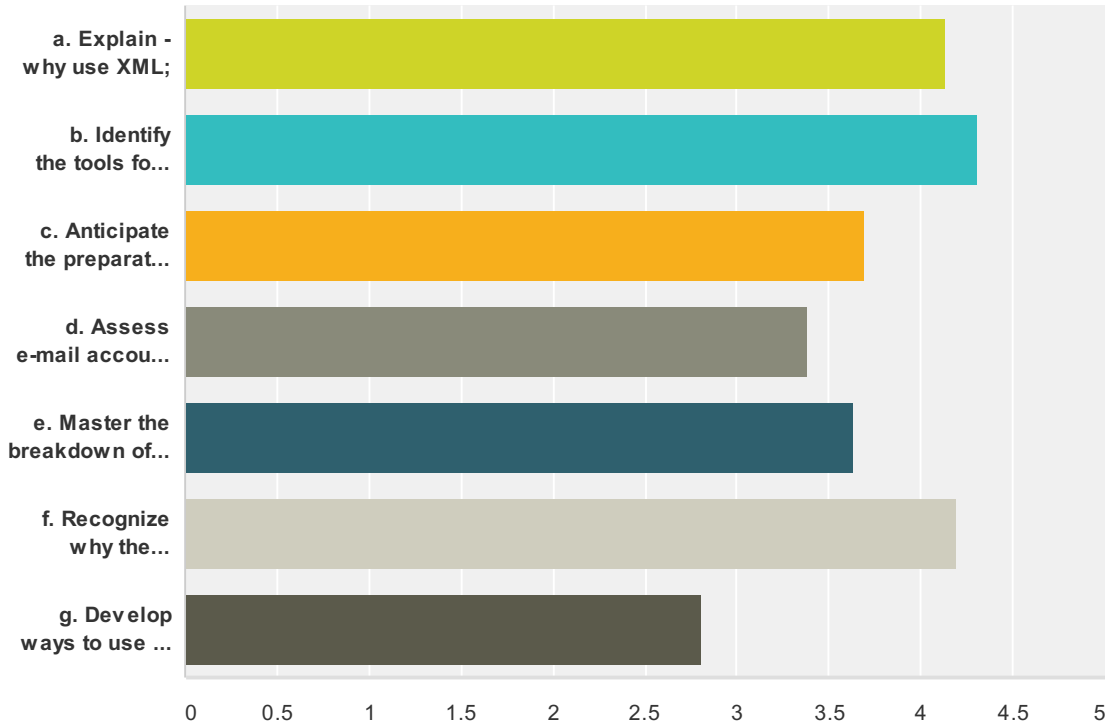


SAA COURSE EVALUATION FORM

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: 16 Skipped: 0

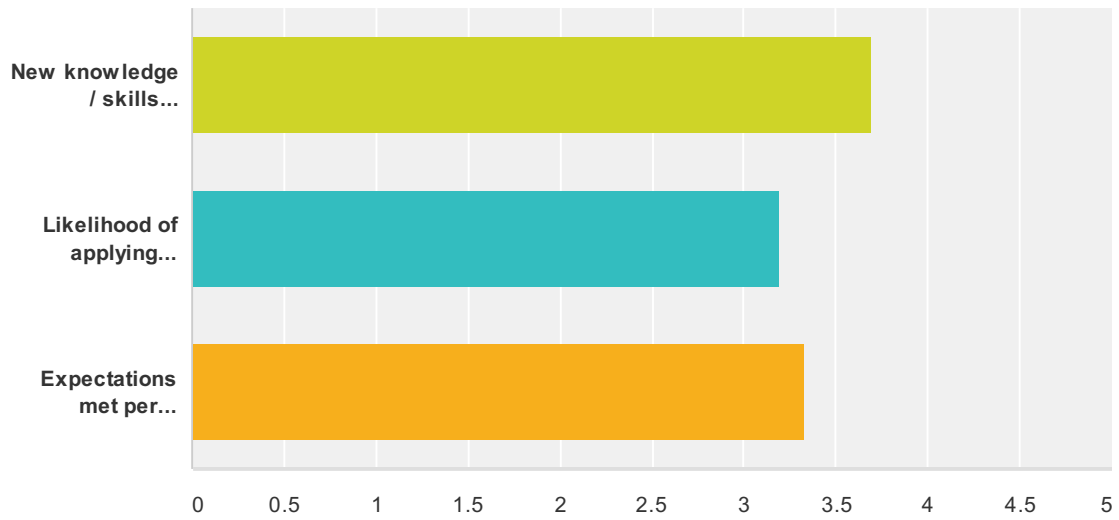


	Poor	Fair	Average	Good	Excellent	Total	Average Rating
a. Explain - why use XML;	0.00% 0	6.67% 1	6.67% 1	53.33% 8	33.33% 5	15	4.13
b. Identify the tools for XML and for parsing;	0.00% 0	0.00% 0	6.25% 1	56.25% 9	37.50% 6	16	4.31
c. Anticipate the preparation necessary before Preservation;	0.00% 0	12.50% 2	25.00% 4	43.75% 7	18.75% 3	16	3.69
d. Assess e-mail account and message condition;	0.00% 0	31.25% 5	12.50% 2	43.75% 7	12.50% 2	16	3.38
e. Master the breakdown of the schema and its application to e-mail accounts;	6.25% 1	0.00% 0	31.25% 5	50.00% 8	12.50% 2	16	3.63
f. Recognize why the instructors take the account-level approach; and,	0.00% 0	0.00% 0	6.67% 1	66.67% 10	26.67% 4	15	4.20
g. Develop ways to use the schema and related tools at your own organization.	25.00% 4	6.25% 1	43.75% 7	12.50% 2	12.50% 2	16	2.81

SAA COURSE EVALUATION FORM

Q2 How would you rate the:

Answered: 16 Skipped: 0

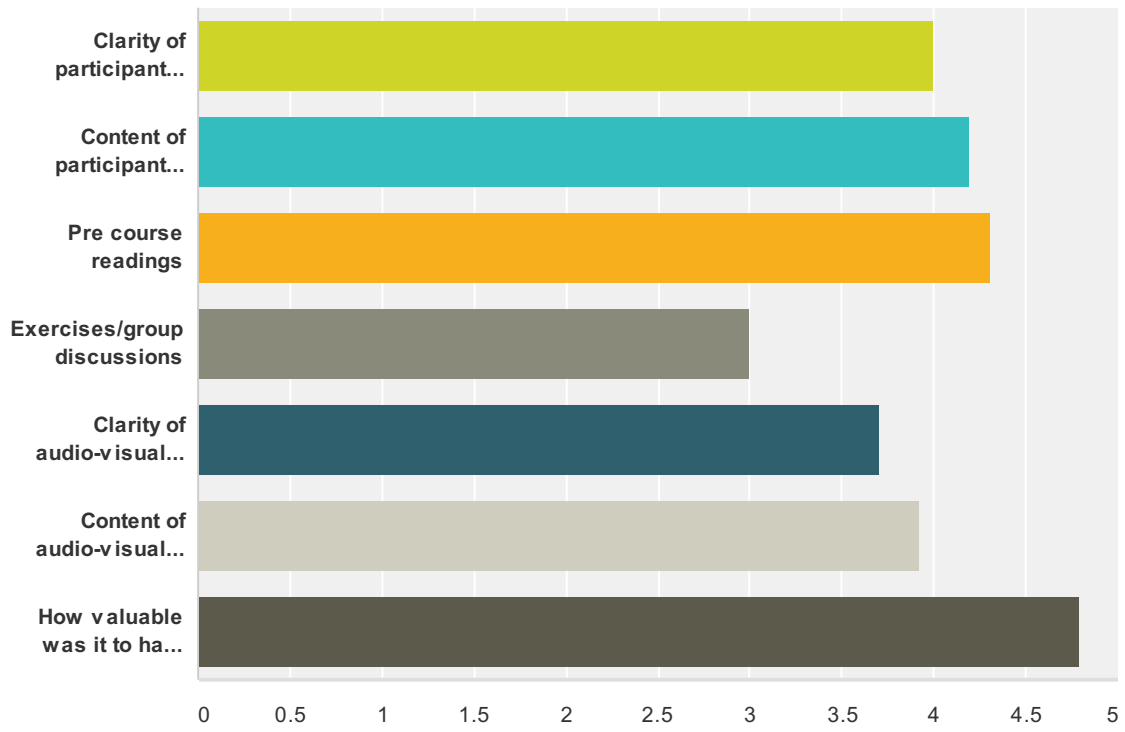


	Poor	Fair	Average	Good	Excellent	Total	Average Rating
New knowledge / skills acquired	0.00% 0	6.25% 1	31.25% 5	50.00% 8	12.50% 2	16	3.69
Likelihood of applying concepts to your work	0.00% 0	37.50% 6	18.75% 3	31.25% 5	12.50% 2	16	3.19
Expectations met per advertising	6.67% 1	6.67% 1	46.67% 7	26.67% 4	13.33% 2	15	3.33

SAA COURSE EVALUATION FORM

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

Answered: 15 Skipped: 1



	Poor	Fair	Average	Good	Excellent	N/A	Total	Average Rating
Clarity of participant handouts	6.67% 1	0.00% 0	13.33% 2	46.67% 7	33.33% 5	0.00% 0	15	4.00
Content of participant handouts	0.00% 0	0.00% 0	20.00% 3	40.00% 6	40.00% 6	0.00% 0	15	4.20
Pre course readings	0.00% 0	0.00% 0	7.14% 1	50.00% 7	35.71% 5	7.14% 1	14	4.31
Exercises/group discussions	13.33% 2	13.33% 2	40.00% 6	26.67% 4	6.67% 1	0.00% 0	15	3.00
Clarity of audio-visual aids	6.67% 1	0.00% 0	26.67% 4	40.00% 6	20.00% 3	6.67% 1	15	3.71
Content of audio-visual aids	0.00% 0	0.00% 0	40.00% 6	20.00% 3	33.33% 5	6.67% 1	15	3.93
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	20.00% 3	73.33% 11	6.67% 1	15	4.79

SAA COURSE EVALUATION FORM

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

Answered: 15 Skipped: 1

#	Responses	Date
1	The lecture, not the hands-on.	5/21/2014 7:25 AM
2	The hands-on exercises were the most valuable to me because they gave me a better grasp of the concepts.	5/8/2014 9:23 AM
3	Hands-on exercises	5/7/2014 10:27 AM
4	learning about EmailParser	5/6/2014 4:31 PM
5	Exploration of the specific preservation tools, because we are looking for a tool or system to handle emails as part of our existing electronic records program.	5/6/2014 4:00 PM
6	Learning about current available options for email archiving/preservation.	5/6/2014 2:01 PM
7	The instructor's willingness to assist attendees with issues relating to the topic going forward.	5/6/2014 1:57 PM
8	Overview of all methods and history.	5/6/2014 1:09 PM
9	The instructor was especially willing to answer and was helpful in answering participants questions. I wasn't really at the point to ask questions specific to my institution, but the availability of the instructor (during and after the class) was very valuable.	5/6/2014 12:41 PM
10	Understanding different tools, their overlap/differences. Any activities and discussion that directly addresses practical application by practitioners.	5/6/2014 11:30 AM
11	The course was exactly as advertised - the theory behind XML preservation of email, and tools to actually do it. I can go back to work and immediately use the tools presented here. My favorite DAS course so far.	5/6/2014 11:06 AM
12	Learning the fundamentals of email archiving, including standards, initiatives, schemas, and tools that exist, and how they compare to one another.	5/6/2014 11:00 AM
13	The layout of the tools and schemas was clear and helpful.	5/6/2014 10:58 AM
14	The details on the different workflows were useful, although they didn't go into as much detail as I would like in relating email preservation workflow to an overall digital preservation environment.	5/5/2014 4:05 PM
15	overall context for email preservation; explanation of some different tools that have been developed for email preservation and their pros and cons	5/5/2014 3:43 PM

SAA COURSE EVALUATION FORM

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

Answered: 15 Skipped: 1

#	Responses	Date
1	The first parsing exercise could be a demo. Not informative.	5/21/2014 7:25 AM
2	More time given to the activities. Everyone worked at different paces and the instructor had limited time to troubleshoot problems.	5/8/2014 9:23 AM
3	Add dissemination of presentation slides in electronic form since some of the printed materials were not easily readable.	5/7/2014 10:27 AM
4	Participant letter said workshop would begin at 9. Instructor didn't start it till 9:30. Participant letter said we should download the necessary SW before the meeting, which I did, using the installation guide that was provided with the participant letter. It was confusing because the instructor then spent from 3pm -5 pm showing participants how to download and set up the SW. This was the most useful part of the workshop, but instructor left too little time for us to practice using the Email Parser. He said he would get back to me when I was having a problem with the setup, but he didn't. So by 5:00, I had to leave before I could set it up properly. I was very disappointed overall. Prior to that he spent most of day talking about aspects of email preservation for which there would be no hands-on practice.	5/6/2014 4:31 PM
5	I would allow more time to install and work with the CERP Parser, allowing for some troubleshooting. I ran into a problem during the installation and was not able to follow along with the rest of the exercise. This was the most disappointing aspect of the workshop since I was specifically interested in this tool.	5/6/2014 4:00 PM
6	If the handout could be made slightly more legible. Several pages were unreadable.	5/6/2014 2:01 PM
7	The activities. In particular the final activity, which consisted primarily of installing the CERP parser. That took an inordinate amount of time and it really didn't help participants better understand the topic. By the time we finished the installation as a group, many of participants had packed up to leave and we didn't have much time to do or talk about the actual parsing. The participants could have easily done with installation as pre-workshop homework (as the installation guidelines are extremely detailed and straightforward with screenshots) and then the time could have been used to actually practice using the program (or putting together full AIPs). I think it would have been much more useful to have computers set up following the different schema/workflow models and allow us to practice doing the actual work that we'd be doing once we had them set-up in our own workplaces.	5/6/2014 1:57 PM
8	Focus more on how to create a workflow at a small institution when possibly only 1 or 2 staff people available - beyond simply creating the xml and parsing using Squeak. Was left to the end of the day and should have been at least half.	5/6/2014 1:09 PM
9	The second activity was installing software that participants were asked to install prior to the workshop, so there wasn't anything for participants who had done the work ahead of time to do during this time period. It felt like I wasted the hour I spent installing the software ahead of time and the hour I spent while the instructor walked participants through it when I could have used those 2 hours more productively elsewhere. And then I never actually used the software for anything so I borrowed a laptop for the course for no reason and will have to spend time installing the software on the machine I actually use to try to use it. Other than, the course was informative, but frustration regarding this overshadowed.	5/6/2014 12:41 PM
10	More hands-on activities, working with actual emails (not installing and configuring software).	5/6/2014 11:30 AM
11	The installation of software is always a problem; I don't have a solution, but it takes forever and slows things down. On the plus side, doing it at the end was a good call.	5/6/2014 11:06 AM

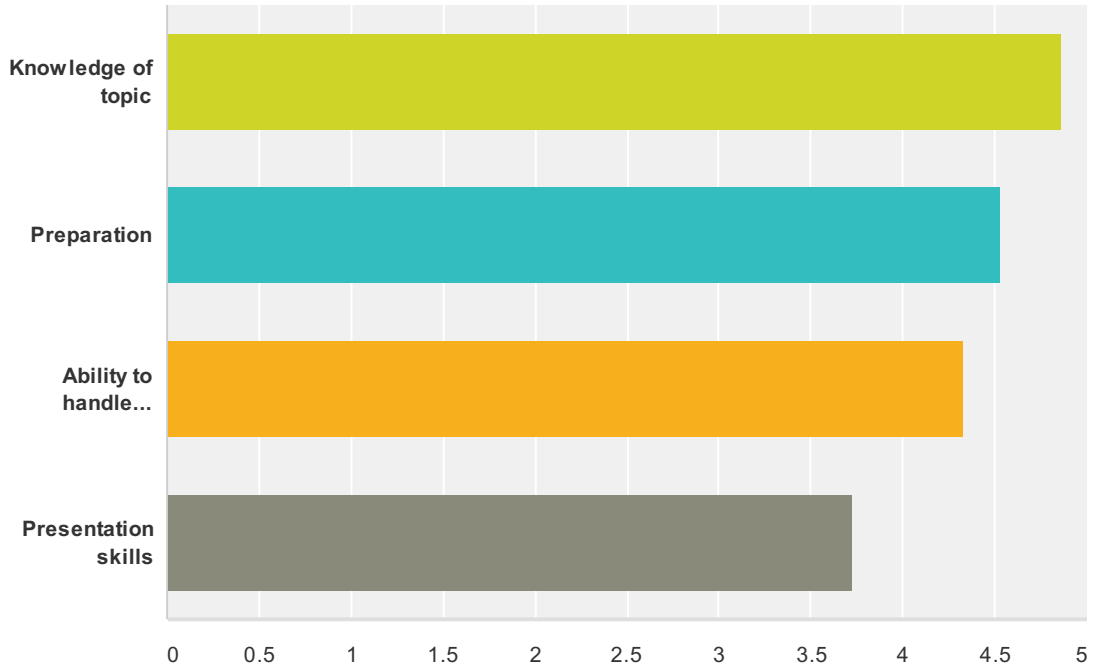
SAA COURSE EVALUATION FORM

12	<p>First and foremost, if participants are asked to download and install something ahead of time and told that there will be limited time for the instructor to assist with the installation of the tool, I expect to actively use the tool in the class. What happened, however, was that the last hour was devoted to walking through the installation of the Squeak tool and related files. This was a waste of time for those of us who did it ahead of time, as we were asked to do. This was an unfortunate way to end the session. Secondly, the slides (which I've considered both the visual aid and the handout in the above questions) could be improved by including the name of the topic/tool that is under discussion on every slide relating to it, and by including a better comparison of all three tools discussed rather than just EMCAP vs. CERP.</p>	5/6/2014 11:00 AM
13	<p>I would have preferred not to spend so much time installing CERP. The instructions are good enough that I think anyone could install it at home and we could have spent more time on actually parsing emails, discussing emails that cannot be parsed, and talking about approaches to webmail.</p>	5/6/2014 10:58 AM
14	<p>It seemed redundant to spend an hour of the workshop on installation when supposedly participants were required to come with the software already installed, but then again most people didn't come with it installed. (And I spent the time reading email.) Also, I wish there had been much more on dealing with administration—all the cultural and intra-institutional factors standing in the way of preserving email. The technical challenges seemed rather straightforward in comparison.</p>	5/5/2014 4:05 PM
15	<p>I felt the pace of the course was too slow overall and that the lack of individual or small group exercises made it especially difficult to really engage with the content. Ending the day with the CERP parser installation brought an already slow day to a grinding halt. I would definitely change the placement in the day of that part of the course, or figure out a different way to demonstrate the CERP parser.</p>	5/5/2014 3:43 PM

SAA COURSE EVALUATION FORM

Q6 How would you rate the individual instructor?

Answered: 15 Skipped: 1



	Poor	Fair	Average	Good	Outstanding	N/A	Total	Average Rating
Knowledge of topic	0.00% 0	0.00% 0	0.00% 0	14.29% 2	85.71% 12	0.00% 0	14	4.86
Preparation	0.00% 0	0.00% 0	6.67% 1	33.33% 5	60.00% 9	0.00% 0	15	4.53
Ability to handle questions	0.00% 0	0.00% 0	6.67% 1	53.33% 8	40.00% 6	0.00% 0	15	4.33
Presentation skills	6.67% 1	13.33% 2	13.33% 2	33.33% 5	33.33% 5	0.00% 0	15	3.73

SAA COURSE EVALUATION FORM

Q7 Additional Comments for Instructor:

Answered: 6 Skipped: 10

#	Responses	Date
1	Engaging, but needs to focus on better time management	5/6/2014 2:02 PM
2	The instructor was outstanding, truly. He was very patient with the simplest (i.e. dumbest) of questions and/or technical difficulties. He was very calm and relaxed, and it made it easier to absorb some of the more complex concepts being presented (coming from someone with a shaky grasp of IT).	5/6/2014 2:02 PM
3	Don't spend so much time on installing the CERP parser! I did it at home following the handbook, and there was no problem. Just assign it as homework and set some time aside for troubleshooting. I expected us to install AND USE the parser for the afternoon activity, not just install it. So not only was I pretty bored for the last hour and a half (ok, my own fault), but I also have to ask: what use is it to have it installed if I don't know what to do next? It's just sitting there. So in that sense, the afternoon activity really wasn't all that useful to me. It would be eminently useful with follow-through, though, so my recommendation is to 1) require people to have the parser installed per the handbook before they arrive for the workshop, 2) set some time aside to help people who had problems, and 3) spend the bulk of the time on using it to parse some email!!	5/6/2014 11:30 AM
4	Great job - knew what he was talking about, understood both basic and complicated questions, and kept it moving. It's a dry topic, but he did his best to keep us lively.	5/6/2014 11:07 AM
5	Not everything that was on the exam was covered in the course itself (e.g. what commercial software typically can do, whether specific tools use or do not use pst files, details about pst files, and the term "AIC" in regard to PeDALS).	5/6/2014 11:00 AM
6	Though I had problems with various aspects of the course, I appreciated the instructor's expert knowledge of the topic and willingness to answer questions.	5/5/2014 3:43 PM

SAA COURSE EVALUATION FORM

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).

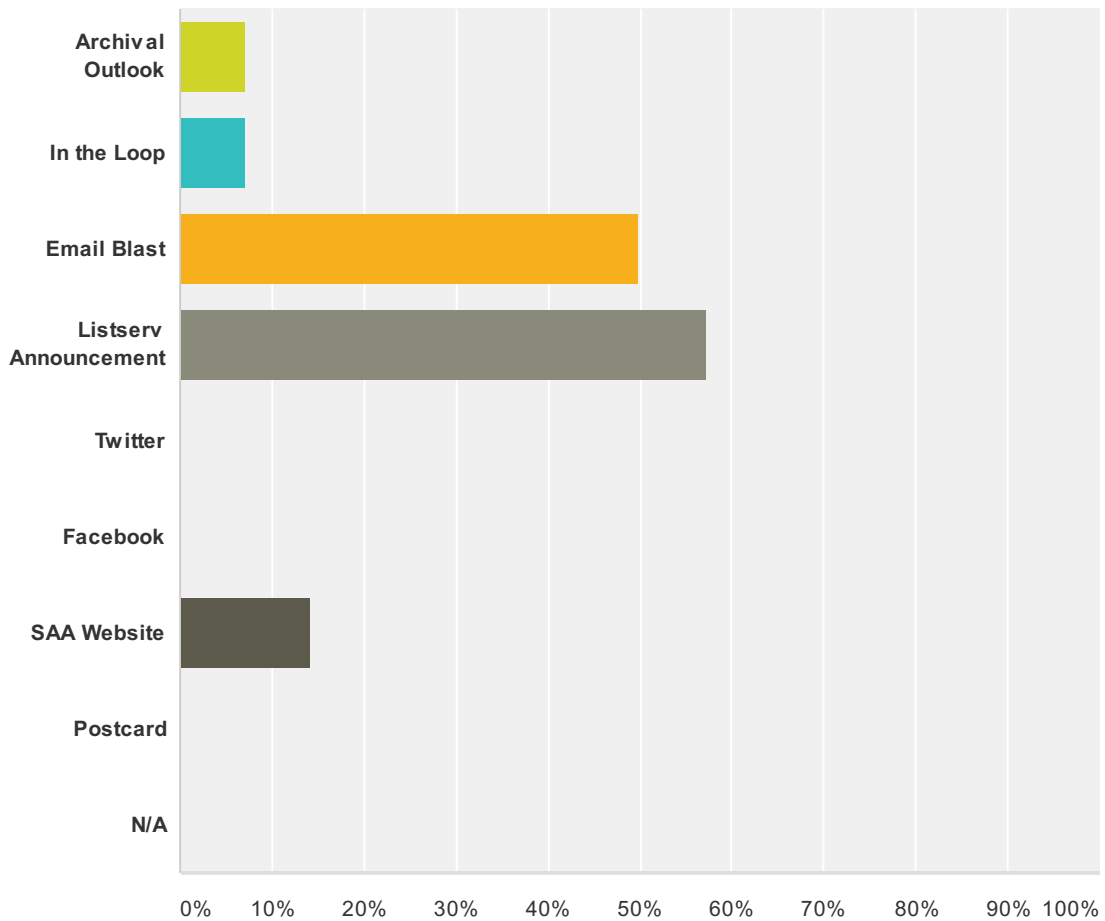
Answered: 14 Skipped: 2

#	Responses	Date
1	Anything related to electronic records management, in NYC.	5/8/2014 9:53 AM
2	Database preservation. Would prefer courses to be held in or close to New York, NY.	5/7/2014 10:29 AM
3	none at this time	5/6/2014 4:32 PM
4	No suggestion at this time.	5/6/2014 4:02 PM
5	I'm interested in the DAS curriculum in theory, but I've been dissatisfied with the two courses I've taken so far (the first was a disastrous early live webinar that went something like an hour over).	5/6/2014 2:06 PM
6	Basic archiving/preservation for audio/visual materials New York, NY	5/6/2014 2:04 PM
7	DACS - New York, NY Encoded Archival Context - NY, NY Copyright Law for Archivists - NY, NY	5/6/2014 1:28 PM
8	Digital Resource Preservation Management	5/6/2014 1:10 PM
9	Managing and describing digital collections	5/6/2014 11:31 AM
10	NY NY. Similar tools-based workshops would be great: e.g., Archivematica; image processing tools and workflows (ImageMagick); audio tools; PREMIS; an in-depth TRAC workshop, etc. There are so many concrete things that we can learn about dig pres (despite even more that we have yet to figure out); let's do those as DAS workshops.	5/6/2014 11:10 AM
11	Any DAS courses in New York	5/6/2014 11:01 AM
12	Preservation metadata, linked open data, digital video preservation, preservation infrastructure for small institutions, etc. New York, NY	5/6/2014 10:59 AM
13	More DAS courses within public-transit commute distance (subway or rail) of NYC.	5/5/2014 4:07 PM
14	Accessioning and Ingest (I know it's coming to NYC soon, but it's in a week that I'm already booked for a 2-day SAA workshop so I won't be able to make it), evaluating digital repositories, access for digital archives. Workshops held along the Northeast Corridor from New York to Philadelphia (including Princeton, NJ) are convenient for me.	5/5/2014 3:43 PM

SAA COURSE EVALUATION FORM

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

Answered: 14 Skipped: 2



Answer Choices	Responses
Archival Outlook	7.14% 1
In the Loop	7.14% 1
Email Blast	50.00% 7
Listserv Announcement	57.14% 8
Twitter	0.00% 0
Facebook	0.00% 0
SAA Website	14.29% 2
Postcard	0.00% 0
N/A	0.00% 0
Total Respondents: 14	

#	Other (please specify)	Date
1	emails from Metro	5/6/2014 2:06 PM

SAA COURSE EVALUATION FORM

2

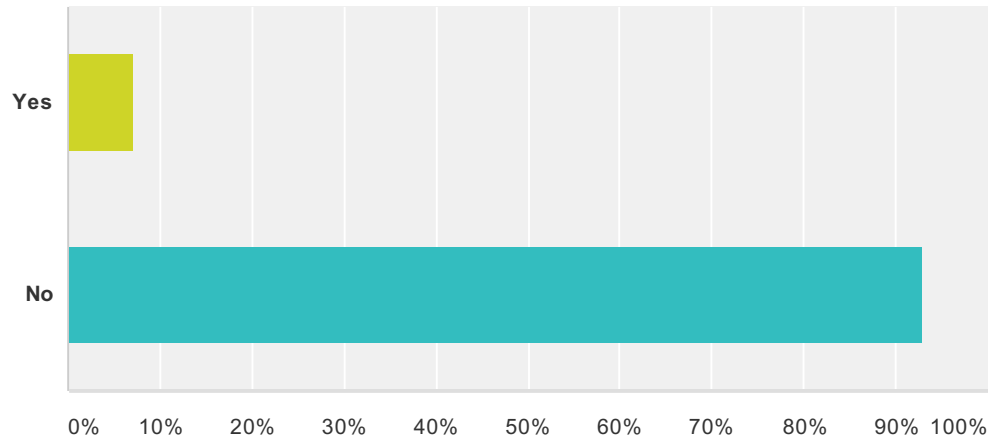
Email sent by METRO.

5/5/2014 4:07 PM

SAA COURSE EVALUATION FORM

Q10 May we use your evaluation and name for testimonials?

Answered: 14 Skipped: 2



Answer Choices	Responses
Yes	7.14% 1
No	92.86% 13
Total	14

#	Name (optional)	Date
1	Regine Heberlein	5/6/2014 11:31 AM