

Program Evaluation

Title of Program: _____

Description of Program:

Attendance: _____

Description of Audience Members/Participants and Reaction:

Assessment:	Excellent	Very Good	Good	Fair	Poor
Quality of Presentation:	5	4	3	2	1
Cooperation of Performer:	5	4	3	2	1
Publicity:	5	4	3	2	1
Facilities:	5	4	3	2	1
Audience Reaction:	5	4	3	2	1
Planning Process:	5	4	3	2	1
Overall Evaluation:	5	4	3	2	1

Extraneous Factors Affecting Program (weather, other events on campus)

List Successes/Positive Feedback:

Specific Problems, Frustrations, Concerns:

Should this program be repeated: (explain)

Recommendations/Additional Comments:

Evaluation Completed by: _____ Date: _____