Submit within 30 days of event completion

POST EVENT EVALUATION

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Name of Event: \_\_\_\_\_\_\_\_\_\_\_\_\_

Date of Event: \_\_\_\_\_\_\_\_\_\_\_\_\_

1. Did we meet our goals/objectives with this event?

1. Did we meet our budgetary goals?
2. Did we have enough volunteers for this event?

1. What could we have done differently to make the event better/more productive?
2. Did we have enough advertising/PR for the event? How could we have made this better?
3. Did we execute the program in a professional manner?
4. Did we face any group conflict with this program? What was it? How was it resolved? What could we have

done differently?

1. Would we bring this vendor/performer in again? Was it worth it?
2. Would we execute a similar program in the future? What changes would we make?
3. How does this program allow us to grow as a group, officers and leaders? Was it a good program?
4. Other Comments