



Videoconferencing Participant Evaluation Form

Evaluation is a very important step for effective videoconferencing and one that is so easy to overlook. If no evaluation is done, the technology and instruction might not be adapted to better meet the needs of the learners and other videoconferencing participants. Please fill out this simple survey and help us improve!

Instructor(s):	Date of videoconference:				
Title of videoconference:	Length of videoconference:				
Briefly describe the videoconference					
Circle the number that represents your feelings about these questions	Not at all Clear				Very Clear
How clear were your expectations before the videoconference began?	1	2	3	4	5
How clear were expectations for participation after the videoconference began?	1	2	3	4	5
Circle the number that represents your feelings about these questions	Not at all Effective				Very Effective
How effective was the content of the videoconference? (how well content was delivered)	1	2	3	4	5
How effective was the videoconference technically e.g., clear picture, clear sound? (how well the technology worked)	1	2	3	4	5
Circle the number that represents your feelings about these questions	No Time				Many Times
Did your site have opportunities to interact with the person or people at the other site(s)?	1	2	3	4	5
What were you hoping to get out of the teleconference, and did you get it?					
What did you like about using this technology?					
What were the benefits of using this technology?					
What did you not like about using this technology?					
What suggestions do you have for the presenter(s) to make the videoconference better?					
How did learning new information in this fashion compare to in-person, in-class presentations?					
General comments?					