

## OUTREACH EDUCATION/WORKSHOP IMPACT REPORT

Please complete this form and return to the WSU Extension office **each time you speak or present a program**. Thank you for helping to spread the word. This information for multiple reports to WSU.

<b>Educator/Volunteer Name:</b>	<b>Class/Workshop Title:</b>
Phone:	Email:
Date/Time of Activity:	Group:
Presentation Time:	Location:
Preparation Time:	Contact Person:
Total Time:	Phone:

<b>AUDIENCE:</b> Give number in attendance for each of the following: <b>Do not use a check mark</b> (✓)					
Male:	Female:	Total Number in Attendance:			
White:	Black:	Asian:	Hispanic:	Nat Am/Alaska Nat:	Other:

**The audience included:** (Indicate number in attendance for all appropriate categories)

Children (1-10 yrs):      Youth (11-18):      Adults (19-54):      Seniors (55 +):

**Title or Topic:** (Summary of major points. Attach copies or clippings of press release or publicity if possible.)

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**Visuals or Handouts Used:** Note whether WSU publications were part of the handout packet. Attach samples of other informational or instructional handouts to this form.

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**Comments About the Program:** Include comments on audience participation, questions, your reactions, the impact this activity had or will have on the audience, suggestions for changes or improvement.

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