

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.

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

AUDIENCE: Give number in attendance for each of the following: Do not use a check mark (✓)					
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.)

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.

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.
