

**APPENDIX I
SAMPLE EVALUATION FORM**

Western Association of Map Libraries
Meeting Date
Place

Please assist us in planning meetings to meet your needs and interests:

1. What part of the conference most met your needs?

2. What was the least useful part of the conference?

3. Please rate our speakers: 1-great interest 2-some interest 3-little interest

___ John Doe

___ Lin-Ching Chang

___ Workshop

___ Mary Smith

___ Jose Rodriguez

Comments on any of the speakers:

4. Topics for future conferences:

5. Do you have a paper to present? Topic:

6. Please rate the following items: 1-excellent 2-good 3-fair 4-poor 5-no opinion

___ Business Meeting

___ Conference Lodging

___ Conference Packet

___ Evening Dinners

___ Field Trip

___ Vendors

___ Meeting Room Facilities

___ Preconference Registration Packets

___ Reception

___ Refreshments at Breaks

___ Sounding Board

7. What items do you feel needed more time?

8. Comments on prices for meals/registration/field trip:

9. Suggestions for future field trips:

10. General comments regarding the conference:

Please return to _____.