Individual Program Evaluation Form

Evaluation Completed By _____ Date DD / MM / YY

☐ *Check this box to indicate the review should be anonymous.*

Program Name _____ Episode Title _____ Episode ID _____

The primary purpose of this exercise is to provide programers under review with honest feedback that will inform them in a constructive manner.

Technical Quality

Examine the technical aspects of the program. Rate each category as applicable on the provided scale from 1 to 5 (or N/A - not applicable) where 1 suggests improvement is required, and 5 suggests superior effort. Expand your review by commenting within sections as necessary.

Mixing and Audio Levels - Evaluate the programmers' ability to balance audio levels throughout the program, paying particular attention to spoken word levels vs. music levels. *Was the level consistent throughout the program? Were you required to change the volume in transitioning from spoken word to music elements?* Comments*:*

N/A 1 2 3 4 5
circle one

Extraneous Noise - Evaluate the presence of ambient and/or background noise levels throughout the program. *Was there extraneous noise in the program? Did this enhance or distract from the listening experience?* Comments:

N/A 1 2 3 4 5
circle one

Vocal Technique - Evaluate the vocal technique of the host throughout the program. *Was the host understandable? Did they enunciate well? Did the vocal inflection of the host capture your interest? Did the host seem interested in the topic? Was there any aspect of the host that proved distracting?* Comments:

N/A 1 2 3 4 5
circle one

Editing - Evaluate any editing within the program. This may include splicing of spoken word components, along with fade-ins, fade-outs and cross-fades of music selections. *Did the programmer manage transitions successfully? Were edits obvious where they might have been intended to be subtle?* Comments:

N/A 1 2 3 4 5
circle one

Overall Sound Quality - Evaluate the overall sound quality of the program from a technical standpoint. *This may include commenting on audio equipment issues, microphone technique and quality, audio quality of music selections, and the overall sound quality of the final product.* Comments:

N/A 1 2 3 4 5
circle one

Content ───

Examine the general content of the program. This section will be more subjective in nature. Rate each category as applicable on the provided scale from 1 to 3, where 1 indicates 'not especially', 2 indicates 'somewhat' and 3 indicates 'good' (or N/A - not applicable). We strongly encourage the reviewer to expand their review by providing comments within sections as necessary.

<u>Flow</u> - Evaluate the overall flow of the program. *How did the program flow? Was there a natural rhythm? Did the program drag? Did the program lose focus by having too many transitions?* Comments:

N/A   1   2   3
circle one

<u>Connection</u> - Evaluate the connection established between listener and host. *Did you feel a connection with the programmer? Was there a 'warmth' in the delivery?* Comments:

N/A   1   2   3
circle one

<u>Interest</u> - Evaluate the ability of the program to capture your interest. *Try to be as objective as possible, taking into account whether this program, or the topic/music within would capture your attention if you were particularly interested in the topic, or musical style.* Comments:

N/A   1   2   3
circle one

<u>Relevance</u> - Evaluate the overall relevance of the program to the community of Peach City Radio listeners, and the community in general.

N/A   1   2   3
circle one

General Feedback ───

Provide feedback to the programmer focused in the following areas.

<u>Strengths/Weaknesses</u> - Comment and provide suggestions pertaining to your perception of the strengths and weaknesses of the program.

<u>Audience</u> - What audience might find this program relevant/interesting?

<u>General Comments</u> - Please use this space for comments that may not fit within the review guidelines above.