# Event feedback

Thanks for joining us. Tell us how it went so we can make the next one even better. It takes about three minutes.

Questions marked * are required.

Completed by _____ Date _____

## 1 Thanks for joining us!

**Why we ask:** So we know which sessions and parts of the day worked, and which did not.

**1. How did you attend?**

*Tick one.*

◯ In person ◯ Online

**2. Overall, how was the event? ***

*Circle one.*

Lowest (1) (2) (3) (4) (5) Highest

**3. Which sessions did you attend?**

*Tick all that apply.*

☐ Opening keynote ☐ Morning workshop ☐ Afternoon panel ☐ Closing session

**4. How relevant was the content?**

*Circle one.*

Not relevant (1) (2) (3) (4) (5) Very relevant

**5. How would you rate each part of the event?**

*Tick one in each row.*

| | Poor | Fair | Good | Excellent | Not applicable |
|---|---|---|---|---|---|
| Registration and check-in | ◯ | ◯ | ◯ | ◯ | ◯ |
| Venue or online platform | ◯ | ◯ | ◯ | ◯ | ◯ |
| Speakers | ◯ | ◯ | ◯ | ◯ | ◯ |
| Schedule and timing | ◯ | ◯ | ◯ | ◯ | ◯ |
| Food and drinks | ◯ | ◯ | ◯ | ◯ | ◯ |
| Chances to meet people | ◯ | ◯ | ◯ | ◯ | ◯ |

## 2 Looking ahead

**Why we ask:** To plan the next event around what you would come back for.

**6.** How likely are you to recommend this event to a colleague?

*Circle one.*

Not likely (0) (1) (2) (3) (4) (5) (6) (7) (8) (9) (10) Very likely

**7.** What was the highlight for you?

A talk, a conversation, an idea you took home...

**8.** What should we change next time?

Format, timing, topics, venue...

**9.** Would you attend again?

*Tick one.*

◯ Yes ◯ Maybe ◯ No

If you chose “Maybe” in question 9 or you chose “No” in question 9.

**10.** What would bring you back?

**11.** Topics you'd like at a future event

Subjects, speakers or formats you'd like to see...

**12.** **Any other comments?**

Highlights, suggestions, anything...

## Thank you!

We hope to see you at the next one.