



# The Learning Institute

*A Division of the City of Corpus Christi Human Resources - Learning and Organizational Development Department*

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## Event Report

Conducting Effective Meetings

Instructor: Sharon Bailey-Lewis

**Event Date: Wednesday, February 25, 2015**

**Event Time: 3:00 – 3:30 PM**

**Event Location: City Hall Basement  
Training Room**

**Lecture Attendance: 24**

**Report Date: Friday, May 22, 2015**

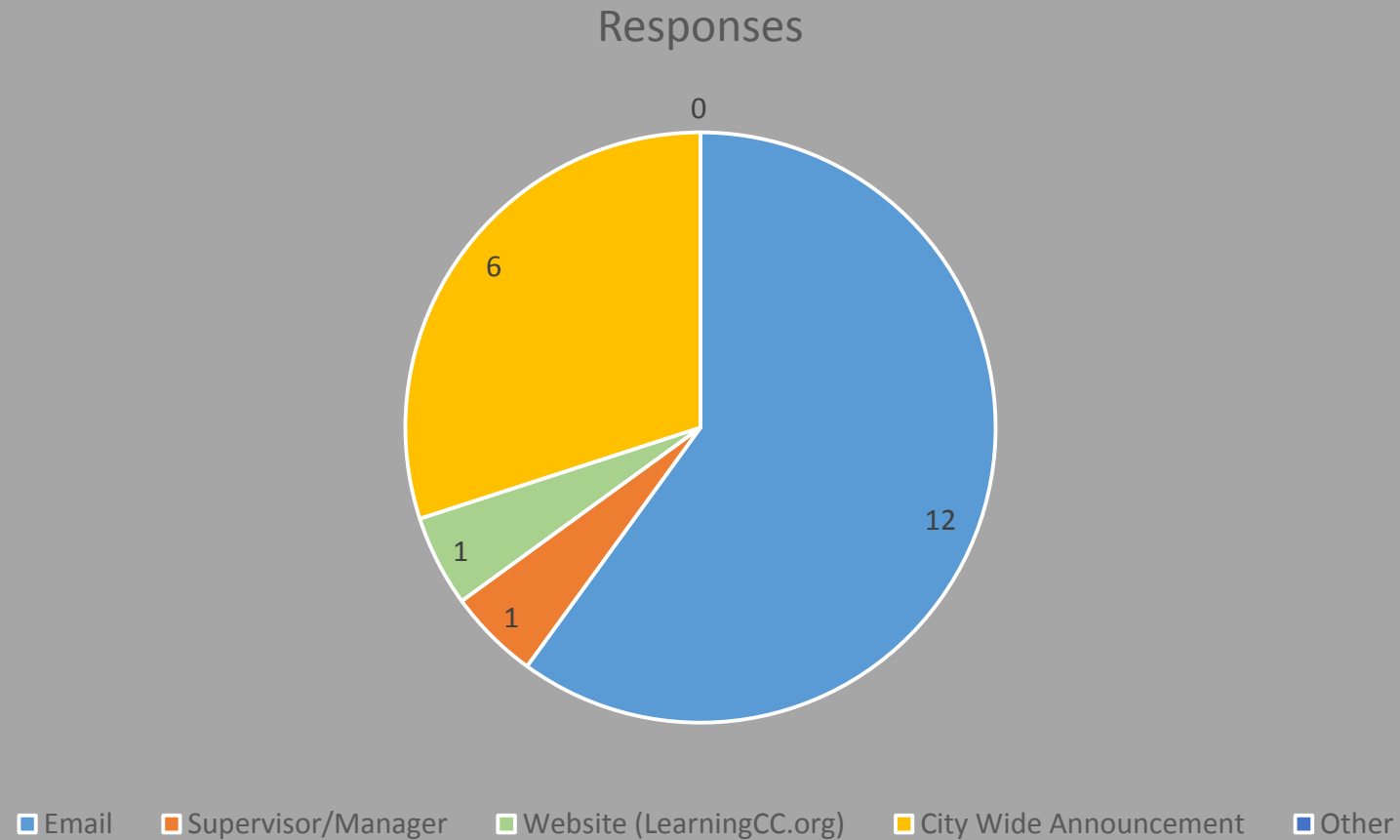


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PREPARED BY: CAITLIN BECHO

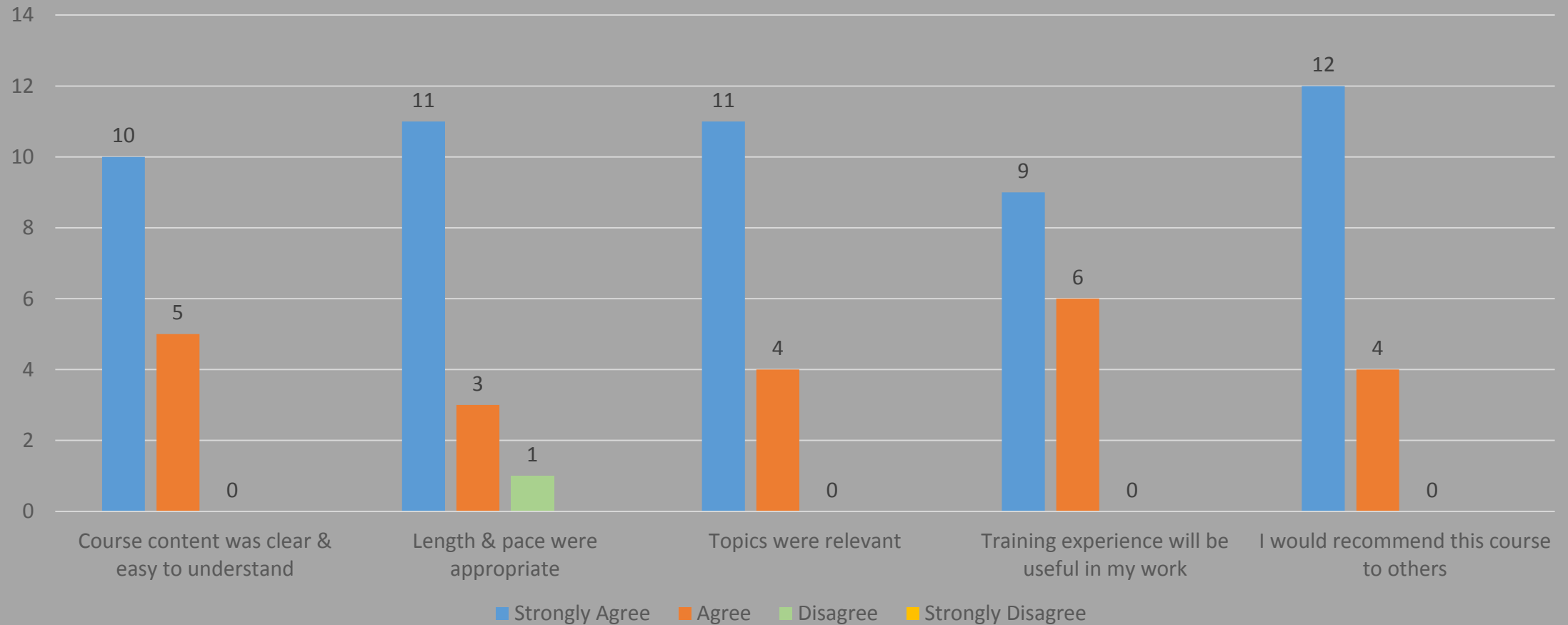
# Survey Questions

- How did you hear about this course?
- The course content was clear and easy to understand.
- The course length and pace was appropriate.
- The topics covered were relevant to the course.
- The training I experienced will be useful in my work.
- I would recommend this course to others.
- Overall satisfaction
- Give an example of how you will apply what you have learned in this course back on the job.
- How could this course be improved?

# How did you hear about this course?

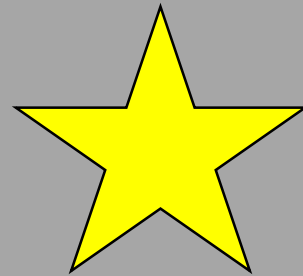
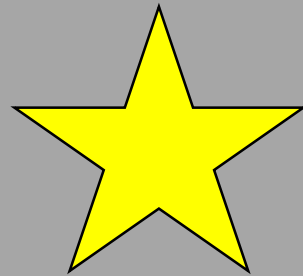
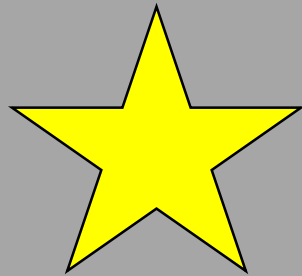
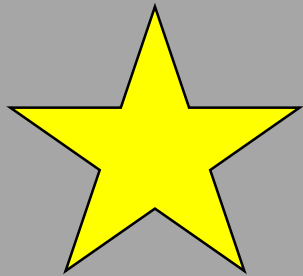


# Please Evaluate the Following Statements



# Overall Satisfaction

- 4.06 Stars!
- 8 5-Stars, 4 4-Stars, 1 3-Stars, 2 1-Stars



Give an example of how you will apply what you learned in this course back on the job.

- I will teach these skills to my co-workers
- I will use these skills when conducting meetings

# How could this course be improved?

- Make it a longer training!!