**Professional Development Form**

**To be submitted after completing any Perkins-sponsored Professional Development activity.**

**Name:** Click here to enter text. **Department**: Click here to enter text.

**Name of Activity:** Click here to enter text. **Date of Activity**: Click here to enter text.

**Overall Evaluation:** Please check the appropriate box for “overall” evaluation of conference – add additional comments if necessary)

Excellent [ ]  Good [ ]  Fair [ ]  Poor [ ]

**Comments**: Click here to enter text.

**NARRATIVE**

1. **Give a brief summary of the conference (purpose/goals, attendee demographics, presenters, etc.)**

Click here to enter text.

1. **Who would benefit from the information you acquired at this conference? (Specific departments, divisions, faculty or support staff**)
Click here to enter text.
2. **What new insights did you gain?**

Click here to enter text.

1. **Discuss some of the sessions that you attended.**
 Click here to enter text.
2. **How do you plan to incorporate the new information into your curriculum/job?**

**(Be specific)**
Click here to enter text.

*Submit via email to:*

*gerritzenl@bartonccc.edu*