



**Accent on Student Success:
Engaged Together in Service (ASSETS)
Presentation/Training Report Form 2007-2008**

Trainer: _____ **Date(s) of training:** _____

Name of Host Institution: _____

Number of attendees and number of schools represented will be determined by the match sheets you turn in with your report.

Please attach the following:

- **Agenda**
- **Samples of handouts, materials, etc. (if possible)**

Please include the following:

- **Completed match sheets (provided by center)**
- **Invoice for payment**

Please respond to the following questions on a separate sheet of paper:

1. What was the purpose(s) of this training (i.e. Service-Learning 101 for Faculty or Service-Learning Development for CSD's)?
2. Was there extreme deviation from the intended topic of the training? If so, what was it?
3. What were some of the issues, questions or concerns that were brought up during the course of the training?
4. Given the purpose of the training, would you offer any recommendations for further training, technical assistance or follow-up by the institution(s)? By CCNCCE?
5. Please offer your general observations about the overall successes, or challenges, of the training?
6. How was your experience as a trainer (i.e. meeting A/V requests, general hospitality)?

Thank you.

Any questions/concerns should be addressed to Lyvier Conss 480-461-6281.
Lyvier.conss@mcmail.maricopa.edu