

**Project meeting feedback**

**Drama, 29th of March until the 4th of April 2020**

*Thank you for participating in the last project meeting for the Erasmus+ “OPEN MINDED GENERATION” KA229 - School Exchange Partnerships.*

*Your feedback is important to help maintain and improve the quality of the project. Please provide one evaluation per participant in the meeting.*

* *What is your name? ………………………………………………..*
* *What is the name of your school? …………………………………………..*
* *Which country are you from? ……………………..…………………..*

**General**

*Provide your feedback about general meeting relating things.*

1. The quality of the overall meeting was:

**1 2 3 4**

**Low** О О О О **High**

1. The meeting was helpful and informative:

**1 2 3 4**

**Low** О О О О **High**

**Coordination**

*Provide your feedback about coordination and project management*

1. How satisfied are you with the coordination?

**1 2 3 4**

**Not satisfied** О О О О **Satisfied**

1. The information you received before the meeting that was intended to help you was:

**1 2 3 4**

**Incomplete** О О О О **Complete**

1. The facilities for the meeting were:

**1 2 3 4**

**Unsuitable** О О О О **Suitable**

1. The technical equipment in the meeting was:

**1 2 3 4**

**Suitable** О О О О **Unsuitable**

1. The Agenda for the meeting was:

**1 2 3 4**

**Suitable** О О О О **Unsuitable**

1. The amount of working time dedicated to the meeting was:

**1 2 3 4**

**Suitable** О О О О **Unsuitable**

1. The social activities organized during the meeting were:

**1 2 3 4**

**Suitable** О О О О **Unsuitable**

**Participation**

*Provide your feedback about the overall participation of partners*

1. The quality of the contribution by the participants was:

**1 2 3 4**

**Poor** О О О О **Excellent**

1. The quality of detail and information relating to the project was:

**1 2 3 4**

**Poor** О О О О **Excellent**

1. The results, aims and objectives at the end of the meeting were:

**1 2       3           4**

**Unsatisfactory** О О      О           О **Satisfactory**

1. The next steps / actions to be taken by me and my organisation are:

**1 2 3 4**

**Unclear** О О О О **Clear**

**Personal Reflections**

*It would be nice to find out your personal reflections and any personal impact*

1. Was this meeting motivational for you in any way?

О Yes

О No

О Maybe

1. If you answered 'Yes' above, please describe the motivational impacts.

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1. Did this meeting help you in your professional effectiveness?

О Yes

О No

О Maybe

1. What did you like best about the meeting?

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1. What did you like least about the meeting?

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1. Please share any other suggestions you might have for improving future meetings:

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