

Evaluation Tool for Meeting I

*1. Organisation

	P1	P2	P3	P4	P5	P6	P7	P8
Your organisation is:	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Other (please specify)



Advanced Interactive Graphic Novels on Mobile Touchscreen Devices
Grant Agreement No. 2013-3792/001-001
Project No. 543284-LLP-1-2013-1-DE-KA2-KA2MP
WP 2: Deliverable number 6b - Evaluation Questionnaire

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*2. How do you evaluate the general organisation of the meeting?

	Unsatisfactory	Fair	Good	Very good	Excellent
Information sent in advance	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Meeting venue	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Hotel accomodation	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Other (please specify)

*3. How do you evaluate the way in which information was shared and the methods that were used?

	Unsatisfactory	Fair	Good	Very good	Excellent
Availability of supporting documents	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Presentation	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Group Work	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Discussion	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Other (please specify)

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*4. During the meeting, evaluate

	Unsatisfactory	Fair	Good	Very good	Excellent
The administration of the meeting	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The contribution of this meeting to the planned progress of the project	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The extent to which the meeting reached your expectations	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The clarity of the tasks of your organization for the upcoming period	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Other (please specify)

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*5. Please evaluate how the objectives of the meeting have been met

	Unsatisfactory	Fair	Good	Very good	Excellent
Obj 1: Introduction of the project	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Obj 2: Understanding the Administrative and Financial Information	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Obj 3: Understanding the Workpackages	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Obj 4: Understanding the next steps until the next partner meeting	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Other (please specify)	<input type="text"/>				

*6. How do you evaluate the overall

	Unsatisfactory	Fair	Good	Very good	Excellent
Project management?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Cooperation of the partners?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Other (please specify)	<input type="text"/>				

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***7. What was the strongest element of the project so far?**

***8. What was the weakest element of the project so far?**

***9. What is your opinion on the adherence on the work plan so far?**

***10. What comments/suggestions do you have to improve our future partner meetings and the project in general?**