AIA Lecture Program - Follow-up Report from Society

ONLINE LECTURE

Society: ____________________________________________________________

Date of Lecture: ____________________________________________________

Name of Speaker: ____________________________________________________

Lecture Title: _______________________________________________________

Lecture

Audience size: _____ Duration of lecture:_______ Duration of Q&A: _______

Did the lecture conform to the abstract? ( ) yes ( ) no
Was the lecture pitched to the audience level you chose? ( ) yes ( ) no
Was the lecture well-organized? ( ) yes ( ) no
Was the lecture recorded? ( ) yes ( ) no

- How was the delivery of the lecture?
  ( ) excellent ( ) good ( ) satisfactory ( ) poor
Comments on lecture delivery (loud and clear? concise? jargon? notes used? enthusiastic? etc.):

- How was the content of the lecture?
  ( ) fascinating/stimulating ( ) good ( ) parts were interesting ( ) boring
Comments on lecture content (new discovery? thesis supported with data? etc.):

- Please rate the quality of the visual materials:
  ( ) excellent ( ) good ( ) satisfactory ( ) poor
Comments (too many/few? too dark/light? duplicates? clear/fuzzy? charts hard to read? etc.):

Lecturer

How well did the Lecturer represent the AIA?
( ) excellently ( ) well ( ) adequately ( ) poorly

What was your impression of this Lecturer overall?

Would you recommend this speaker? ( ) yes ( ) no

_____ Check here if you do NOT want this form sent to the speaker.

Please return form to:
Archaeological Institute of America, Lecture Program Coordinator, at Lectures@archaeological.org
44 Beacon Street, Boston, Massachusetts 02108
Telephone: (857) 305-9360 • Fax: (857) 233-4270 • www.archaeological.org
Planning
Did the Lecturer communicate with you in advance? ( ) yes ( ) no
Did the Lecturer respond promptly to correspondence? ( ) yes ( ) no

Who arranged the webinar? ( ) Society ( ) Lecturer
Were you able to do a practice session with your speaker? ( ) yes ( ) no
Did the technical aspects of the webinar go smoothly? ( ) yes ( ) no
With the Lecturer’s permission, was the webinar recorded? ( ) yes ( ) no

Was the Lecturer asked to give any additional talks or presentations? ( ) yes ( ) no
If so, how large was the attendance? ________

Suggestions for improving the AIA Lecture Program:

________________________________________________________________________

________________________________________________________________________

Speakers you would recommend to the Lecture Program Committee (please indicate name, address, telephone number, e-mail address and whether or not you have heard them speak):

________________________________________________________________________

________________________________________________________________________

Other Comments:

________________________________________________________________________

________________________________________________________________________

Please complete this form and return it to Institute headquarters (Lectures@archaeological.org) immediately after the lecture; online form is at https://www.archaeological.org/programs/societies/resources/lecture-follow-up/ (password and login required). We ask that you be candid in answering the questions about the lecturers we send you. The information you provide is essential for the continual improvement of the AIA Lecture Program.

Thank you very much for your help!

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