

CONTINUING EDUCATION /INSERVICE ATTENDANCE REPORT

TOPIC: _____ DATE: _____

PRESENTER: _____

LOCATION: _____ Length of session: _____
(Branch or RPC Number)

BRIEF DESCRIPTION OF PRESENTATION (Attach copies of handouts, audio, computer or video tapes, when available): _____

EVALUATION- Please rate the content, value, and applicability of this training/in-service

Score 1- This presentation **will** be useful to me in my job.

Score 2- This presentation **may** be useful to me in my job.

Score 3- This presentation **will not** be useful to me in my job

Signature	Printed Name	Department and <i>Branch or RPC Number</i>	Evaluation of Presentation

Send in the clear envelope of your weekly packet. Keep one copy on file at your location.