Simmons College • Communications Department • 300 The Fenway • Boston, MA 02115 • T: 617.521.2838 •

Project Evaluation

Studio Five would like to thank you for the opportunity to work with you. Now that your project is complete, we would appreciate if you would fill out our evaluation form. Your candid answers are of great value to us, and will tell us how we are doing. Your input will help us continue to create effective programs for both our team members and clients.

1. Did you feel that your Studio Five Team Members clearly understood:

Your organization's goals and importance to the community?  yes  no  sometimes
Who your specific audience is?  yes  no  sometimes
Your specific communications need?  yes  no  sometimes
How to address your need?  yes  no  sometimes

COMMENTS:
_____________________________________________________________________
_____________________________________________________________________
_____________________________________________________________________

2. Did you feel that your Studio Five Team Members communicated:

Their ideas to you so that you had an accurate understanding of what the outcome would be?  yes  no  sometimes
The time frames and schedules to you so that you had an accurate understanding of what needed to be done and the time in which it needed to be done?  yes  no  sometimes
Any issues that needed to be resolved before the project could continue?  yes  no  sometimes

COMMENTS:
_____________________________________________________________________
_____________________________________________________________________
_____________________________________________________________________

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3. Did you feel that your Studio Five Team Members accomplished all activities for your organization as outlined in the proposal and in your discussions?  

- yes  
- no  
- sometimes  

COMMENTS:  
______________________________________________________________________________________  
______________________________________________________________________________________  
______________________________________________________________________________________  

4. Are you pleased with the finished project?  

- yes  
- no  
- somewhat  

COMMENTS:  
______________________________________________________________________________________  
______________________________________________________________________________________  
______________________________________________________________________________________  

5. Would you use Studio Five again?  

- yes  
- no  
- not sure  

COMMENTS:  
______________________________________________________________________________________  
______________________________________________________________________________________  
______________________________________________________________________________________  

7. Would you recommend Studio Five to other non-profit organizations?  

- yes  
- no  
- not sure  

COMMENTS:  
______________________________________________________________________________________  
______________________________________________________________________________________  
______________________________________________________________________________________  

8. May Studio Five use your organization as a reference?  

- yes  
- no  

Additional comments, questions, and/or suggestions:  
______________________________________________________________________________________  
______________________________________________________________________________________  
______________________________________________________________________________________  

Thank you for your interest in Studio Five