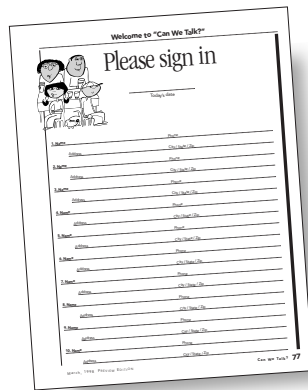


Attendance sheets



The “Can We Talk?” attendance sheets are important for three reasons: 1) They give you a list of workshop attendees and phone numbers—important if a workshop has to be canceled or moved for some reason; 2) when the workshops are evaluated, it’s important to see how many attendees went to all the workshops; and 3) the sign-in sheets docu-

ment attendance—useful if you offer special incentives to people who attend all four workshops.

Directions for use

Photocopy the sheets for each class, and file the completed attendance sheets with the class’ workshop surveys. (See attendance sheet on p. 81.)



Please sign in

Today's date

1. Name

Phone

Address

City / State / Zip

2. Name

Phone

Address

City / State / Zip

3. Name

Phone

Address

City / State / Zip

4. Name

Phone

Address

City / State / Zip

5. Name

Phone

Address

City / State / Zip

6. Name

Phone

Address

City / State / Zip

7. Name

Phone

Address

City / State / Zip

8. Name

Phone

Address

City / State / Zip

9. Name

Phone

Address

City / State / Zip

10. Name

Phone

Address

City / State / Zip