

Activity Evaluation Cover Sheet



Partnerships Manager	
Email	
Phone number	

Date of activity	
State	
Venue	
Event Name e.g. SKM Uncovered	

Activity type (please tick one):

- | | |
|--|---|
| <input type="checkbox"/> Business blackboard | <input type="checkbox"/> Prepare for work |
| <input type="checkbox"/> Site visit | <input type="checkbox"/> Mentoring |
| <input type="checkbox"/> Speed careering | <input type="checkbox"/> BBQ with the boys |
| <input type="checkbox"/> School visit/presentation | <input type="checkbox"/> Polish |
| <input type="checkbox"/> Mock interview | <input type="checkbox"/> Lunch with the girls |
| <input type="checkbox"/> Work experience | <input type="checkbox"/> Teacher Professional Development |

(Please note – Business Events, Charter Signings and the BSA program are not included in the Activity Evaluation process)

Please tick if the activity is part of the Real Futures Generation project: RFG? ☐

Name of School(s)	
Year level(s) involved	
Number of students	
Number of teachers	

Major Partner or Supporter (if applicable)	Names of volunteers who attended (separate with commas) (Please add extra rows as needed)
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Local or State Volunteering Provider(s)	Names of volunteers who attended (separate with commas) (Please add extra rows as needed)

Method surveys and feedback forms are being provided:

- ☐ Hard copy (post) ☐ Scanned (email) ☐ Online (Survey Monkey) ☐ Other (e.g. SharePoint)

Please send this cover sheet, along with the relevant completed Activity Evaluation Surveys, to Beacon Head Office.

Email: volunteers@beaconfoundation.net

Post to: Beacon Foundation
ATTN: Evaluation Team
Level 1, 40 Molle Street
Hobart, Tasmania 7000 Australia

Please remember to scan and save the forms first (using 'dark' settings).

Once complete, the relevant reports will be emailed to the Partnerships Manager listed above.