

## EVALUATING YOUR EYH CONFERENCE for the Expanding Your Horizons Network

Site Name: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_

Date of Conference: \_\_\_\_\_

Coordinator(s): \_\_\_\_\_

### Conference Information

1. Students attending

|   | Number | %    |
|---|--------|------|
| 3 <sup>rd</sup> to 5 <sup>th</sup> grade  |        |      |
| 6 <sup>th</sup> to 8 <sup>th</sup> grade  |        |      |
| 9 <sup>th</sup> to 12 <sup>th</sup> grade |        |      |
| Total number of students                  |        | 100% |
|   | Number | %    |
| European-American                         |        |      |
| African American                          |        |      |
| Native American                           |        |      |
| Asian                                     |        |      |
| Hispanic                                  |        |      |
| Mixed                                     |        |      |
| other                                     |        |      |
| Total number of students                  |        | 100% |

Number of girl's turned away due to lack of space \_\_\_\_\_  
 Did any boys attend? If yes, How many? \_\_\_\_\_

(Parents, Teachers,  
and Other Adults  
attending Workshops)

|                        |  |      |
|------------------------|--|------|
| European-American      |  |      |
| African American       |  |      |
| Native American        |  |      |
| Asian                  |  |      |
| Hispanic               |  |      |
| Mixed                  |  |      |
| other                  |  |      |
| Total number of adults |  | 100% |

Role models

(Workshop Leaders,  
Career Panelists,  
and Speakers)

|                             | Number | %    |
|-----------------------------|--------|------|
| European-American           |        |      |
| African American            |        |      |
| Native American             |        |      |
| Asian                       |        |      |
| Hispanic                    |        |      |
| Mixed                       |        |      |
| other                       |        |      |
| Total number of role models |        | 100% |

4. Total number of people involved in your conference planning: \_\_\_\_\_

How many people were paid? \_\_\_\_\_

5. Did your EYH conference have: (check box to indicate yes)

Opening session

Career sessions

Hands-on workshops

Closing session

Adult session

Other

If other, please list: \_\_\_\_\_

6. Describe the group that organizes your EYH Conference (e.g., Girls Club, AAUW, college/university, school district, workers collection of volunteers).

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7. Finances

Total income: \_\_\_\_\_

Total expenses: \_\_\_\_\_

8. List your major financial sponsors. Indicate in-kind support, e.g., site, personnel, lunches, etc.

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9. Do you charge a conference fee? If "Yes", list the amount.

Student \_\_\_\_\_ Adult \_\_\_\_\_

10. If you track your attendees, what method do you use?

Microsoft Access

EYH conference organizer tool

Excel

FilemakerPro

Lotus

Do not track participants

Other

If other, please list:

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11. What computer program do you use to organize registration?

Microsoft Access

EYH Conference Organizer Tool

Excel

FileMaker Pro

Lotus

Other

If other, please list

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12. Describe the high points of your EYH conference.

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13. Was there a major problem during your conference? If so, briefly explain.

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14. Are you planning an EYH Conference next year? \_\_\_yes \_\_\_no \_\_\_not sure  
If "no" or "not sure," please explain.

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15. Rank the importance of the materials you received from the Math/Science Network to your conference:

Organizational Packet

|       |                |       |                      |
|-------|----------------|-------|----------------------|
| _____ | very important | _____ | somewhat important   |
| _____ | important      | _____ | not at all important |

Student Packet

|       |                |       |                      |
|-------|----------------|-------|----------------------|
| _____ | very important | _____ | somewhat important   |
| _____ | important      | _____ | not at all important |

Briefly explain:

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Adult Packet

|       |                |       |                      |
|-------|----------------|-------|----------------------|
| _____ | very important | _____ | somewhat important   |
| _____ | important      | _____ | not at all important |

Briefly explain:

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EYH Souvenirs

|       |                |       |                      |
|-------|----------------|-------|----------------------|
| _____ | very important | _____ | somewhat important   |
| _____ | important      | _____ | not at all important |

Briefly explain:

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16. Did you seek support directly from the Network this past year? yes \_\_\_\_\_ no \_\_\_\_\_

17. What type of support did you seek?

|   |                          |
|---|--------------------------|
| Fundraising support   | <input type="checkbox"/> |
| Help using the conference organizer (registration database) | <input type="checkbox"/> |
| Souvenir support  | <input type="checkbox"/> |
| General support re: planning                                | <input type="checkbox"/> |
| Other   | <input type="checkbox"/> |

Please List:

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18. Can we contact you to discuss the services we provide?

Yes

No

19. How can the EYH Network improve its support to you?

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Other comments about your conference: (something new you tried, something new you learned, ideas to share with other conferences, etc.)

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The Expanding Your Horizons Network is the parent organization of all EYH conferences nationwide. If you need information about EYH conferences outside of your area, please get in touch with the national office at 510.430.2222 or [msnstaff@mills.edu](mailto:msnstaff@mills.edu).

Please do not forget to mail in 5 copies of your brochure to: The Expanding Your Horizons Network, Mills College, 5000 MacArthur Blvd., Oakland, CA 94613-1301.