



The findings included in this report stem from the Professional Development (PD) presenter evaluations provided during Flex day and In-Service days for the spring 2021 term. A total of 7 valid online evaluations were received and analyzed.

The purpose of the evaluation was to improve future PD workshops based on the presenter’s experience facilitating the workshop. A major limitation to consider is the low number of evaluations analyzed. Based on responses received, the purpose of the evaluation was unclear (e.g., feedback offered from an attendee’s perspective instead of the workshop presenter).

Table 1 demonstrates the number of presenter evaluations submitted for each workshop.

**Table 1. Number of Presenter Evaluations Submitted for Each Workshop**

Workshop Title	# of presenter evaluations
AB705 Updates and Best Practices	1
Accessibility and Assistive Technology	1
Coffee, Conversation, and Collaboration: Remote teaching best practices	2
Let’s Go Starfishing! Fishing tips and tricks for the new and experienced Starfishers	1
Teaching with Apps and Slaying with Glamor.” Utilizing Pronto app and Zoom settings and filters to your advantage.	1
We have all participated in micro-aggressive behavior	1
<b>Total</b>	<b>7</b>

Table 2 includes open-ended responses on what presenters indicated the PD committee can do to help improve future workshops similar to the one they facilitated.

**Table 2. Open-Ended Responses on Future Improvements Through PD**

What can the PD committee do to help improve future workshops like this one? (n=2)
Accessibility and Assistive Technology
In the future: because I need to utilize "live Zoom close-captioning" and also demonstrate how it is used & activated, I will need to be the primary host of the Zoom meeting and send the professional development folks my ConferZoom link to place on the schedule in advance.
We have all participated in micro-aggressive behavior
The PD committee was great [Name] and [Name] are the best and I appreciate all that they did to support me. My issues were Zoom related where I could not get into the system. Other than that they were great.

Table 3 includes open-ended responses on what presenters indicated they would do differently to improve the workshop facilitated.

**Table 3. Open-Ended Responses on Future Changes for Improvement**

What would you do differently to help improve this workshop? (n=6)
<b>AB 705 Updates</b>
Nothing! I thought our presentation and discussion went very well.
<b>Accessibility and Assistive Technology</b>
In the future: I will need to be the primary host of the Zoom meeting and send the professional development folks my ConferZoom link to place on the schedule in advance so I can activate "live Zoom close-captioning" and also demonstrate how it is used.
<b>Coffee, Conversation and Collaboration: Remote teaching best practices</b>
I feel a bit more time is needed during the group sharing portion after break out rooms. Perhaps making the workshop an hour and thirty minutes would suffice.
I think we could have used a little more time for whole group discussion following the break-out groups.
<b>Let's Go Starfishing</b>
Obviously in-person workshops are ideal for this type of training. It would be helpful for me to see all of the attendee's screen simultaneously (in addition to them seeing mine) so I can receive visual feedback with how they are following along and progressing through the training in their own accounts. I know this is not a realistic option at this time. We did the best with we could given the circumstances. Overall, I think it went really well.
<b>Teaching with Apps and Slaying with Glamor</b>
Today was an overview of each app. So, I'm thinking to have a follow-up with a separate workshop for each of the apps in more detail. Also, each workshop would show steps in creating from beginning to end. For example, using Canva.com walking through the steps to created Zoom backgrounds and applying to PPT.

Limitations and Summary of Findings

As previously noted, a major limitation to consider when reviewing these findings is the low number of evaluations analyzed. Moreover, the purpose of the evaluation was misunderstood as evidenced by a few open-ended responses received (e.g., feedback offered from an attendee's perspective instead of the workshop presenter). A suggestion to consider entails having the PD committee chair(s)/members send all presenters a thank you email after the workshop for their contribution while distributing the online link to the presenter evaluation. This will help to ensure all presenters are given the opportunity to complete the evaluation and reduces the possibility of anyone other than the presenters completing the evaluation.

To help improve future workshops the PD committee may consider making presenters primary hosts on Zoom. By making this change, the presenter can have full control of the workshop. This may be useful when facilitators need to demonstrate how to use different functions on Zoom such as using the "live Zoom close-captioning." Lastly, future changes for improvement included increasing the time allocated to group discussions, having follow-up separate workshops when more in depth training is needed, and including step by step instructions.

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