

# Evaluation form

**Meeting:**

**Date:**

**Duration:**

	Relevance				Duration			Process		
	high	okay	little	none	too long	okay	too short	super	okay	should be improved
<b>Item 1</b>										
<b>Item 2</b>										
<b>Item 3</b>										
<b>Item 4</b>										
<b>Item 5</b>										
<b>Item 6</b>										

What was the best thing about the meeting?

What would it take for your meetings to get even better in the future?