CLEAR FORM

Cañada College

Cañada College
Professional Development
Short Term Project Report

Name: _____ Division: _____

Conference/Project Name: _____

Conference Location: _____ Semester/Year: _____

Please submit this form to your Division Dean no later than 30 days after conference attendance.
If necessary, attach a separate sheet and any supporting documents.

1. What was the purpose of your project?

2. Outline your activities or participation in the event:

3. Provide a summary of the major points of interest and value for you personally, Cañada College, and the District.

4. In what ways will you be sharing the benefits of your participation in the project?

5. Your evaluation of the project eg. would you participate again; would your recommend to colleagues?