



A Professional Development Program  
for Graduate Students and Postdoctoral Fellows  
Offered by the Teaching Resource Center

## Workshops: Report Sheet

The Workshop Report Sheet serves two purposes— to help you document the various workshops you attend and to guide you as you reflect on the experience. You should complete a Workshop Report Sheet after each workshop you attend. The Report Sheet should include the particulars of the workshop, a brief summary, and comments addressing the usefulness and applicability of the workshop to your professional development activities. Sample questions you might address for each of the three broad workshop topic areas (*In the Classroom*, *For the Profession*, and *At the University*) can be found on a separate sheet. Note: Editable version at <http://collab.itc.virginia.edu/> (Collab site name: TPT-TRC).

Workshop Category:    *In the Classroom*                      *For the Profession*                      *At the University*

Workshop Date: \_\_\_\_\_

Workshop Duration: \_\_\_\_\_

Workshop Title: \_\_\_\_\_

Workshop Sponsor: \_\_\_\_\_

Workshop Facilitator: \_\_\_\_\_

Facilitator's Affiliation: \_\_\_\_\_

Summary & Comments: