



Pre-Program Survey

Name of event: _____

Date: _____

These questions are designed to help me prepare presentations more specifically suited to the needs of your attendees. Please take a moment to answer all the questions fully and return the form via email to tana@possibility.ca within the time frame we agreed.

If you have any questions call: **(604) 819-1460**. Feel free to use the back if necessary.

1. Total number of attendees expected: _____ = _____ Male + _____ Female.

2. Ages: 18-29 _____% 30-44 _____% 45-64 _____% over 65 _____%

3. Education: no college _____% college graduates _____% advanced degree _____%

4. What are some typical job titles or descriptions of your attendees?

5. Will there be attendees who do not fit the general group make-up as described above? Please explain:

6. Will attendees be from: _____ one specific region or _____ many geographic locations? Which area(s)?



7. How do you see my presentation fitting in with the theme of the event? i.e.: specific objectives or expectations for my presentation?:

8. In the past, have you had a speaker(s) that you particularly liked or disliked? Why? (names not necessary):

9. How do you want your group to feel when the event is over?

10. What action do you want attendees to be ready to take?

11. List the top 3 typical challenges or stressors that attendees seem to face, or the top three mistakes they make in regards to the topic I will be speaking on.

- 1.
- 2.
- 3.

12. Is there anything else I should know about these attendees? For example, mergers, relocations, anniversaries, policy changes, pending strike, sensitive issues to avoid, challenges, breakthroughs:

That's it! You've finished this questionnaire. I know it took a little time to complete, but I assure you that your thoughtful responses are appreciated and will enhance your attendees' experience.