

INSTRUCTIONAL SUMMARY TABLE- EXAMPLE

Refer to 2022-2023 Annual Guidelines for Extension Faculty Evaluation and Promotion for instructions. Add rows or pages as needed; include presentations, courses, lessons, curriculum, programs or other efforts.

Below the table write a short paragraph interpreting the trends in the data.

Title/Name*	Dates Instruction Delivered	Number of Times Delivered	Total Number of Attendees	Average Rating/ Program Evaluation Standard	Evaluations Available (Yes or No, if No provide an explanation)
Starting a Business the First Steps	March 1999 thru Sept 2018	139	1702	6.4 out of 7/ 6.2	Evaluations prior to 2006 not available. Evaluations from 2006 through Sept 2018 are available.
Introduction to QuickBooks	2008 thru 2016	8	82	6.6 out of 7/ 6.2	Yes
Strategic Alliances	2003	1	25	N/A	No, evaluations not conducted
Business Planning	March 1999 thru Sept 2018	65	312	6.4 out of 7/ 6.2	Evaluations prior to 2006 not available, evaluations from 2006 through Sept 2018 are available, comments lost in data transfer.

Interpretation of data trends:
