**Staff Knowledge Exchange**

**Evaluation Report**

Name

Position / Department

Name of Sending Institution

Name of Host Institution

Date of visit

Please respond to the following questions as you reflect about the experiences and outcomes of your participation in the Staff Knowledge Exchange program.

This report will be shared with both your home and host university, as well as INU Council members of other universities in the network.

1. **How would you rate your experience overall on the Staff Knowledge Exchange program?** (Scale: 1 = Poor 10 = Excellent)

Click here to enter text.

1. **Please give your reasons for this rating**

Click here to enter text.

1. **How did you benefit from this experience, both personally and professionally?**

Click here to enter text.

1. **Did the visit meet your expectations? Please explain your answer.**

Click here to enter text.

1. **What did you learn which you can apply to your current role /**

**responsibilities at your home institution?**

Click here to enter text.

1. **What did you share with the host institution?**

Click here to enter text.

1. **How do you plan to maintain the relationship with your colleagues at the host institution?**

Click here to enter text.

1. **What are your plans for future collaboration? Have you considered applying for** [**Seed Money Funding**](https://www.inunis.net/seed-money-fund/) **to take this forward?**

Click here to enter text.

1. **From your experience, how could the Staff Knowledge Exchange program be improved?**

Click here to enter text.

1. **Please provide a short quote about the experience which INU can use on its website, promotional materials and social media channels.**

Click here to enter text.

**Please confirm if you’re happy for us to use your name, department & institution alongside the quote.**

Yes

No

Thank you so much for taking the time to complete the evaluation report. Please return this form to INU Coordinator on [inu@kingston.ac.uk](mailto:inu@kingston.ac.uk) within 2 months of returning from your visit, along with **photographs and a short video** which can be used on the INU website / social media.