



Activity Reflection APPROVED

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Basic Information

Welcome to the Student Organization Activity Reflection Form.

The Reflection Form serves to encourage student organizations to reflect honestly on their activities throughout the academic year. A thorough Reflection can provide invaluable direction and insight to future leadership of your organization and your advisors.

Reflections will be reviewed by ARC annually. The quality of information provided in the Reflections is vitally important during ARC's review. In addition to reviewing for Quality, ARC uses the Reflections to see how involved your organization was on campus, whether the organization has learned from past experiences and implemented appropriate changes and how well attended events are in relation to projected attendance. The results of ARC's review will be shared with SAAC during budgeting. It is imperative that a Reflection be completed honestly for each activity that your organization participates in throughout the year. Failure to complete a Reflection could negatively impact your organization's status with ARC & SAAC for the following year.

Any service provider feedback (i.e. Public Safety, Facilities, etc.) should be submitted via the new service provider feedback form below, submitted forms will be reviewed by WCSA and then sent to the applicable vendors.

Student Organization: *

Forté Campus

Name of Event, Activity, or Program: *

Resume Workshop + Linkedin Photoshoot

Please provide the same name that was used during Event Registration

Event Date: *

12 Sep 2019

Type of Event, Activity, or Program: *

Event

Funding Source

☐

Budgeted as part of the Annual Budgeting Process

How did your Organization fund this Event, Activity, or Program: *
(Maximum authorized answers: 12)

- ☐ Reallocation of funds within SA Budget
- ☐ Excess Income
- ☐ Supplemental Funding (SAAC, Hajim, UR Late Night, Public Safety Fund, or the College Funding Portal)
- ☐ Co-Sponsorships (Departmental and/or Student Organization)
- ☐ Area Businesses
- ☐ External Bank Account
- ☐ Meliora Values Project
- ☐ One Community Grant
- ☐ Funderbolt
- ☒ N/A
- ☐ Other

Comments:

Events

Was your Event, Activity, or Program: * ☒ On Campus ☐ Off-Campus

Did your event include alcohol? * ☐ Yes ☒ No

Approximate number of attendees by type: * 15
Include, Undergraduates, Faculty/Staff/Grad Students, General Public, etc.

What was successful about the event? *
The attendees found the event generally very useful and our members got a chance to interact with the Eboard and ask questions about the upcoming conferences.
Think about costs, profits made, planning process, group communication and external communication, advertising, cosponsors, engaging/reliable speakers, etc.

What changes would you have made to make the event better, or more successful? *

-We forgot to ask people to bring their resumes, we will make a point of drafting a checklist for members prior to the GMM. -There was a break where nothing was happening, and people were not sure what to do. Next time we will start discussions in between that we prepare prior to the sessions, as a way to keep people engaged during the workshops. We can also have a desk where we can help our members open their Forté Rising Star events. -There was a mix up with the booking, as we had reserved the space until 9pm. -We should have had a white backdrop and better lighting for the LinkedIn photoshoot. This is the responsibility of the photographer, but we should also make a note to remind them. -Our photographer also cancelled a day before which greatly inconvenienced us, next time we should have signed agreements. We should also make a note of asking our contacts of any matters arising two days before the event.

Think about costs, profits made, planning process, communication, advertising, cosponsors, good/reliable speakers, etc.

Would you host this event again in the future? * ☒ Yes ☐ No

Please explain.

Did your Event, Activity, or Program have: *
(Maximum authorized answers: 3)

- ☐ Co-Sponsor(s)
☐ Co-Host(s)
☒ Special Guests
☐ None of the above

Please specify participants.

Comments:

-A fellow from the Simon Business School
-Three fellows from the Greene Center to help with resumes.

Was the Special Guest process successful? *

- ☒ Yes
☐ No

Please Explain.

Comments:

Would you work with the same Co-Sponsor(s), Co- ☒ Yes ☐ No

Host(s), or Special Guests
again? *

Comments:

Are there Co-Sponsor(s), ☐ Yes ☒ No
Co-Host(s), or Special
Guest(s) that your
organization has not had
the opportunity to work
with?

Please Explain.

Comments: