



### **MCLE Instructions**

This course is approved for MCLE credit hours.

An MCLE Activity Evaluation form for the course you attended is attached.

*The CA State Bar requires that we keep an Evaluation form on record for every Certificate of Attendance we issue. As soon as we receive your completed Activity Evaluation Form, we will email you the Certificate of Attendance (participatory) or Completion (self-study).*

Please fill out the top portion of the **Activity Evaluation Form**, including the title, date and location of the activity, participant name, bar#, as well as your evaluation of the course.

Email the **completed evaluation form** along with a **copy of any applicable auto-generated LMS certificates** to [seminars@calchamber.com](mailto:seminars@calchamber.com), please allow 2- 4 business days for delivery of the Certificate.

Questions? Call (800) 331-8877 to speak to a customer service representative.

# ACTIVITY EVALUATION FORM FOR CALIFORNIA MCLE

*Please complete and return to provider (Please Print)*

Provider Name: CalChamber

Provider Number: 2168

Participant Name: \_\_\_\_\_ Bar #: \_\_\_\_\_

Title of Activity: \_\_\_\_\_

Date(s) of Activity: \_\_\_\_\_

Time of Activity: \_\_\_\_\_

Location of Activity: Online Webinar/Seminar/Course

MCLE Code/Activity Phrase: \_\_\_\_\_

Please indicate your evaluation of this course by completing the table below:

Question	Yes	No	Comments:
Did this program meet your educational objectives?			
Were you provided with substantive written materials?			
Did the course update or keep you informed of your legal responsibilities?			
Did the activity contain significant professional content?			
Was the environment suitable for learning (e.g., temperature, noise, lighting, etc.)?			

Please rate the instructor(s) if the course below:

Instructors Name & Subject Taught	On a scale of 1 to 5, with 1 being Poor and 5 being Excellent, please rate the items below.	Rate 1-5
	Overall Teaching Effectiveness	
	Knowledge of Subject Matter	

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