

<i>Pre-event Questionnaire</i>	<i>Activate Your Career Dreams</i>			
Contact Name (First, Last)				
Company				
Address				
City, State, Zip				
Email address				
Phone Number				
Cell Number (for emergencies only)				
Date of event				
Time of presentation				
Amount of time scheduled for presentation (circle one)	20 minutes	30 minutes	45 minutes	60 minutes
Theme for the event	75 minutes	90 minutes		
Event location				
Address of the event				
City, State, Zip				
Best number to reach onsite contact date of the event (cell)				

# Audience							
Type of Audience (adults, youth, members, general public)							
Speech Topic: Activate Your _____ (circle one)	<table style="width: 100%; text-align: center;"> <tr> <td style="width: 33%;">Resume</td> <td style="width: 33%;">Salary</td> <td style="width: 33%;">Interview</td> </tr> <tr> <td></td> <td>Career Dreams</td> <td>Keynote</td> </tr> </table>	Resume	Salary	Interview		Career Dreams	Keynote
Resume	Salary	Interview					
	Career Dreams	Keynote					
Projector provided	<table style="width: 100%;"> <tr> <td style="width: 33%;"></td> <td style="width: 33%; text-align: center;">Yes</td> <td style="width: 33%; text-align: center;">No</td> </tr> </table>		Yes	No			
	Yes	No					
Screen provided	<table style="width: 100%;"> <tr> <td style="width: 33%;"></td> <td style="width: 33%; text-align: center;">Yes</td> <td style="width: 33%; text-align: center;">No</td> </tr> </table>		Yes	No			
	Yes	No					
Laptop provided	<table style="width: 100%;"> <tr> <td style="width: 33%;"></td> <td style="width: 33%; text-align: center;">Yes</td> <td style="width: 33%; text-align: center;">No</td> </tr> </table>		Yes	No			
	Yes	No					
Tables for participants (if resume, job search, interview workshop)	<table style="width: 100%;"> <tr> <td style="width: 33%;"></td> <td style="width: 33%; text-align: center;">Yes</td> <td style="width: 33%; text-align: center;">No</td> </tr> </table>		Yes	No			
	Yes	No					
Will presentation be recorded	<table style="width: 100%;"> <tr> <td style="width: 33%;"></td> <td style="width: 33%; text-align: center;">Yes</td> <td style="width: 33%; text-align: center;">No</td> </tr> </table>		Yes	No			
	Yes	No					
Other speakers/topics the day of the event							
What would make this presentation really "special" for your group?							
Additional Information							
	<p><i>Please feel free to contact us at Info@MadelynMackie.com or 510/497-0377 if you have any questions.</i></p>						