Please fill out the form below providing as much detail as possible about the event you attended and submit the completed **hard copy** to your instructor. Feel free to use additional sheets of paper as needed.

|  |  |  |
| --- | --- | --- |
| **Category** | **Your response** | **Points** |
| **Date, title and participant(s) /speaker(s) of the event.**  Please also indicatehow you learned about this event and why you were interested in attending it? | Basic event info | \_\_\_\_\_\_/ 2 |
| **Describe the event’s context (academic, informal, other)**  (1-3 sentences) | context | \_\_\_\_\_\_/ 2 |
| **Key points/takeaway message:** Please describe what you learned in the process or as a result of attending this event.  (at least 2-3 paragraphs) | What is learnt | \_\_\_\_\_\_/ 3 |
| **Language**: please make a note of at least two (2) expressions/ phrases that you think might be useful for you. | Phrase/expression 1:  Vocalbulary,structure organize,leading, private joke.  Explain why useful  Phrase/expression 2: | \_\_\_\_\_\_/ 3 |
| **Other:** Please add any other comments that might not have fit under previous categories. |  |  |

**Total**: \_\_\_\_\_\_\_\_ / 10