# Kick-off Meeting Feedback

2. Which team or department do you belong to?

- [ ] Sales & Marketing

- [ ] R&D

- [ ] Customer support

- [ ] Human Resources

- [ ] Finance

4. How would you rate the overall effectiveness of the kick-off meeting? (1 being very ineffective, 5 being highly effective)

- [ ] 1

- [ ] 2

- [ ] 3

- [ ] 4

- [ ] 5

5. Were the objectives and agenda of the kick-off meeting clearly communicated in advance?

- [ ] Yes

- [ ] No

- [ ] Partially

6. How well did the kick-off meeting address the goals and objectives of the project/initiative?

- [ ] Very well

- [ ] Well

- [ ] Neutral

- [ ] Poorly

- [ ] Very poorly

7. Were the roles and responsibilities of team members clearly defined during the meeting?

- [ ] Yes

- [ ] No

- [ ] Partially

8. How satisfied are you with the level of participation and engagement during the kick-off meeting?

- [ ] Very satisfied

- [ ] Satisfied

- [ ] Neutral

- [ ] Dissatisfied

- [ ] Very dissatisfied

10. Were questions and concerns raised during the meeting adequately addressed?

- [ ] Yes

- [ ] No

- [ ] Partially