

**Activity Evaluation Sheet**

Please use this form to review/evaluate the campout/activity you recently planned. Upon completion, please submit to Mr. Porter.

The 4-step Continuous Improvement Model is one that our Troop will utilize to improve our internal processes and procedures. The 4 steps are as follows:

- **Plan:** Plan your activity
- **Do:** Execute your plan
- **Check:** Analyze your activity
- **Act:** Implement/note any changes that will improve the process



**Description of Activity (include where the event was held and what you did):**

**Date of Activity:**

***Who was the SALT leader assigned to work with you?***

***Did any other adults/scouts assist you in the planning/execution of your activity?***

***Did this activity go as you had planned?***

***If yes, what do you attribute the success to?***

***If no, what could have/should have been done to achieve a better outcome?***

***Any other advice to pass along to others who will be planning Troop activities?***