**Outreach Activity Report Table**

**Table 1:** Template Outreach Activities Record

| **[Title of Activity]** | | |
| --- | --- | --- |
| Location(s) of activity |  | |
| Dates(s) of activity |  | |
| Names and roles of team members involved in this activity. |  | |
| Were these activities part of a larger event? If so, please provide a name and brief description. |  | |
| Was this activity related to your project? (Y/N) |  | |
| Was this activity included in your Outreach Plan in the Proposal? (Y/N) |  | |
| **Audience Description** | | |
| **Educational level** | **Number of Participants** | **Was this the primary audience? (Y/N)** |
| K-4 |  |  |
| 5-8 |  |  |
| 9-12 |  |  |
| Post-secondary |  |  |
| Educator |  |  |
| Other |  |  |
| **Summary** | | |
| Describe the activities conducted at the event. | | |
|  | | |
| Describe any feedback you received from the audience or organizers. | | |
|  | | |