

EVENT OR VOLUNTEER WORKSHEET

Attending Member Names (indicate number of volunteer hours, if relevant)

Event or Volunteer Info (date, time, title of event, location, event sponsor or volunteer organization)

Contact Person (PTK Faculty Advisor or Volunteer Site Coordinator—include contact info)

Outcomes*

* Outcomes. PTK Hallmark and Distinguished Chapter Awards require documentation of the outcomes of events in relation to our four hallmarks: Service, Scholarship, Leadership, and Fellowship. In the space provided, provide an overall summary of the outcomes related to one or more of these hallmarks and any measurable outcomes (number of people reached, number of pounds of recycled material, etc.). If possible, attach documentation to substantiate your claims. For events where outcomes are hard to measure, surveys of participants are a good route—quotes from participants can be used in our reports.