

## **Europe's environment 2025 | Collecting event feedback**

Input and feedback from your event are very important to EEA's outreach efforts and help us refine the delivery of key messages from Europe's environment 2025. This how-to guide is part of our online toolkit providing practical tips on building local awareness together.

# Why does the EEA need feedback from your event?

Europe's environment 2025 is EEA's flagship report and presentations at local events are key to bringing its contents into play with local stakeholders.

Feedback from your events is important for learning about how the report is received. What resonated with participants? Did they feel compelled to take action or learn more?

Insights like these help us greatly to become aware of points of improvement and message delivery at future events in order to engage even more people in the state and outlook of Europe's environment.

# 2 How to collect feedback at your event?

Online surveys will be used to collect feedback, and the main online survey platform will be EU Survey to ensure compliance with EU's data protection rules.

A general version of the survey that you may use can be found <a href="https://example.com/here">here</a> and in the online <a href="toolkit">toolkit</a> with machine-translated versions available for every EEA member state. Organisers may select their preferred version and report any translation errors. If you are planning an event that requires additional questions or wish to provide translations to the EEA, please reach out to

the EEA event team via email events@eea.europa.eu.

## What type of feedback to collect?

We ask you to collect feedback from both event participants – online and in-person – and event organisers. The questions for each will be differentiated based on the role of the respondent.

On page 2 of this document, you can see the general survey questions for event participants and links to both surveys can be found in the toolkit.

A survey should have a maximum of 10 easy-to-answer questions and should take less than 5 minutes to complete.

## 4 What is in it for me?

As an event organiser, and after feedback has been collected, the EEA will share the results submitted by your event's participants.

This way, not only are we learning about how Europe's environment 2025 was received by different audiences, but you also get insight into how the event was experienced by your guests.

### Post-event feedback survey - for participants both online and offline

Thank you for taking this brief moment to give feedback about your event experience. Input and feedback from events are very important to the outreach efforts of the European Environment Agency (EEA) as it helps us refine the delivery of key messages from Europe's environment 2025.

#### **Section: General impressions**

1. How would you rate your overall experience at the event? (Very Poor – Excellent)

#### Section: Relevance of publication

- 2. How relevant to your work area and interests did you find the publication on Europe's environment 2025? (Not relevant Extremely relevant)
- 3. Was the publication presented in a clear and engaging way? (Yes/No + Please, elaborate on what you particularly liked or disliked)
- 4. Did the event increase your understanding of environmental challenges in Europe? (Yes/No/Somewhat)
- 5. What is one take-away from the report/event that stood out for you? (open)

#### **Section: Outcomes & impact**

- 6. Are you likely to refer to or share the Europe's environment report 2025? (Yes/No/Maybe)
- 7. Has the report inspired you to take any specific action or follow-up on the topics described in the report? (Yes/No If yes, please describe.)
  - No
  - Not sure, maybe in the future
  - Yes, changes to my daily activities
  - Yes, use the findings in my work
  - Yes, to inform my contacts of these findings
  - Yes, triggered my curiosity to learn more about the issues and the EEA
  - Yes, other (please explain)

#### **Section: Local perspectives (optional)**

(1 or 2 questions of specific local relevance at the request of the event organisers)

#### **Section: Background information**

The following questions collect basic demographic information. This data helps us analyse survey responses accurately and understand the perspectives of different groups. Your responses will remain strictly confidential and used only for survey purposes.

## 8. <u>In which country do you live?</u> <u>DROP DOWN</u>

Albania | Austria | Belgium | Bosnia and Herzegovina | Bulgaria | Croatia | Cyprus | Czechia | Denmark | Estonia | Finland | France | Germany | Greece | Hungary | Iceland | Ireland | Italy | Kosovo (under UNSCR 1244/99) | Latvia | Liechtenstein | Lithuania | Luxembourg | Malta | Montenegro | Netherlands | North Macedonia | Norway | Poland | Portugal | Romania | Serbia | Slovakia | Slovenia | Spain | Sweden | Switzerland | Türkiye | Other



- 9. If you choose other, please specify
- 10. Which category below includes your age? (17 or younger | 18-20 | 21-30 | 31-40 | 41-50 | 51-60 | 61 or older)
- 11. Which of the following best describes your profession?
  - Academic/Teacher
  - Student
  - Scientist/Researcher
  - Government official/public servant at national level
- Government official/public servant at European or international level
- Civil society representative
- Businesses
- Other (please specify below)
- 12. Other profession (please specify)

#### **Section: Final thoughts**

13. Any additional comments or suggestions?

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