**Step 4 Worksheet: Reporting your Assessment Results**

Copy the first two columns from the Step 2 worksheet. Insert your observed outcomes and any actions taken as a result of your assessment.

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| **Program/Activity/Service** | **What do you want to assess?** | **Key Findings/Observed Outcomes** | **Actions Taken/Adjustments** |
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| Title:  Lead/Owner: | What question(s) are you trying to answer or what information are you trying to gather? |  |  |
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