



JASON CARTHEN
ENTERPRISES
MOTIVATING, INSPIRING AND CHALLENGING OTHERS TO REACH THEIR PERSONAL BEST!

PRE-PROGRAM QUESTIONNAIRE

Please answer the following as fully as possible in order that Dr. Jason can make certain all your objectives are accomplished. You can put your answers directly on this questionnaire and send it as an attachment to info@JasonCarthen.com

Please feel free to skip any questions that are not relevant to your group.

YOUR ORGANIZATION'S NAME

1. What are some of the major challenges currently facing your industry?

[Please click here to insert your response]

2. Briefly describe your products/services:

[Please click here to insert your response]

3. Who is your typical customer?

.....
.....
[Please click here to insert your response]

.....
4. What differentiates your company/organization from competitors in your customers' minds?

[Please click here to insert your response]

.....
5. What 3 specific things do you think I should know regarding the people attending?

[Please click here to insert your response]

6. Please list a few job situations or duties that can cause stress to members of

.....
our audience as they do their work:

[Please click here to insert your response]

7. During the past year, what significant events occurred in your association or organization?

.....
[Please click here to insert your response]

8. What is the biggest misconception people (or your customers/clients) have

.....
about your industry - or the people in your industry?

[Please click here to insert your response]

9. What three things are your people doing well that you want to reinforce?

.....
[Please click here to insert your response]

10. If there was ONE thing that you would want your people to do better, or handle more effectively or VIEW more positively, what would that be?

[Please click here to insert your response]

11. What are some specific examples of what your people do that "goes beyond the call of duty?"

.....
[Please click here to insert your response]

12. Are there any acronyms, phrases or jargon that are common to your people

.....
that Dr. Jason can incorporate into his presentation?

[Please click here to insert your response]

13. Are there any subjects, words, phrases or concepts that people are negative about and should be avoided?

[Please click here to insert your response]

14. Specifically, what company or individual "specifics" should I use in my presentation? A new piece of machinery, a new policy, a funny person, a local event, local weather, someone's achievement.

[Please click here to insert your response]

.....
15. In terms of other outside speakers, what have your people:

Liked least?

[Please click here to insert your response]

.....
Liked most?

[Please click here to insert your response]

.....
16. What other speakers have you had in the past?

[Please click here to insert your response]

17. What else does Dr. Jason need to know in order to provide a Wow! Fabulous! Out-of-the-Park presentation for your people?

[Please click here to insert your response]

THE EVENT

18. What is the theme for your conference/meeting?

[Please click here to insert your response]

19. Names and positions of top management people?

[Please click here to insert your response]

20. How many people are expected to attend?

[Please click here to insert your response]

21. What percent are members/employees?

[Please click here to insert your response]

22. What percent are guests or spouses?

[Please click here to insert your response]

23. What percentage are men?

[Please click here to insert your response]

24. What percentage are women?

[Please click here to insert your response]

25. What are the age ranges?

[Please click here to insert your response]

26. What is the dress code for attendees?

[Please click here to insert your response]

27. Who will attend? (Please list job titles)

[Please click here to insert your response]

DR. JASON'S PRESENTATION

Topic Title:

[Please click here to insert your response]

Start time: [Please click here to insert your response]

End time: [Please click here to insert your response]

What takes place immediately BEFORE Dr. Jason speaks?

[Please click here to insert your response]

What takes place immediately AFTER he speaks?

[Please click here to insert your response]

Are there any other functions that Dr. Jason is invited to attend while he is there?

[Please click here to insert your response]

If so, what is the dress?

[Please click here to insert your response]

What is the location and time of special function?

[Please click here to insert your response]

Name and title of person introducing Dr. Jason:

[Please click here to insert your response]

AV – Technical: Who is in charge of providing audio/visual requirements & set up?

Name: [Please click here to insert your response]

Phone number: [Please click here to insert your response]

What time will the room be available for sound check?

[Please click here to insert your response]

(Please know that A/V set-up time for Dr. Jason’s program takes no less than 20 - 25 minutes. It is preferable that the A/V sound check be held in the space on either the day before or morning of Dr. Jason’s presentation – when there are NO attendees in the room)

.....

.....

Logistical Information

The name of the conference room/ballroom in which Dr. Jason will be speaking:

.....

[Please click here to insert your response]

What is the Hotel where Dr. Jason will be staying?

.....

[Please click here to insert your response]

Closest airport to hotel:

.....

.....

[Please click here to insert your response]

Distance from airport to hotel (in miles):

.....

[Please click here to insert your response]

Approximate travel time from airport to hotel (in minutes):

[Please click here to insert your response]

Taxi? [Type yes or no]

Will Dr. Jason be met by a car service? [Type yes or no]

Will Dr. Jason be met at the airport: [Type yes or no]

Name of limo service:

[Please click here to insert your response]

.....
.....
.....
Limo service phone number:

.....
[Please click here to insert your response]

Ground transportation confirmation #:

[Please click here to insert your response]

Where will driver meet speaker:

[Please click here to insert your response]

Will driver be holding a sign with Dr. Jason's name? [Type yes or no]

Would you please send any printed information, newsletters, program announcements, promotional materials related to this meeting, and/or brochures about your organization to Dr. Jason as soon as possible?

Dr. Jason Carthen
10310 Townley Court
Aurora, Ohio. 44202

After this booking is confirmed, Dr. Jason will be contacting you for the names of several people with whom he can speak to gain a greater understanding of your group, their day to day experiences, and their challenges.

.....
CONTACT INFORMATION:

Dr. Jason will want to let someone on the meeting planning staff know when he arrives onsite.

Name and cell number of person he should contact:

[Please click here to insert your response]

Dr. Jason's cell phone number: 216-214-3373