

## The University of Michigan Museum of Art Docent Tour Evaluation

We welcome any suggestions that will help us improve our tours. Please complete this form and mail it as soon as possible in the self-addressed stamped envelope provided for you. Feel free to add further comments on the reverse side. Thank you for your feedback.

Name of group or school:

Teacher or contact:

Grade:

Tour day, date and time:

Telephone:

E-mail:

### A. BEFORE YOUR VISIT

1. In your telephone conversation or e-mail did the docent ask about any special needs or requests? Yes\_\_\_\_ No\_\_\_\_
2. Did you find that person to be helpful and sensitive to your needs? Yes\_\_\_\_ No\_\_\_\_
3. If a **school group**, did the docent ask if you wanted the tour to relate to classroom studies? Yes\_\_\_\_ No\_\_\_\_

If you answered **No** to any of the above questions, please be specific so we can improve communication.

### B. DURING YOUR VISIT

1. Did you and your group feel welcome? Yes\_\_\_\_ No\_\_\_\_
2. Did the docent clearly state the theme of the tour? Yes\_\_\_\_ No\_\_\_\_
3. Was the tour clear and well organized? Yes\_\_\_\_ No\_\_\_\_
  - Did the docent communicate information in a way that most members of your group understood? Yes\_\_\_\_ No\_\_\_\_
  - Did the docent encourage your touring group to participate in an exchange of opinions? Yes\_\_\_\_ No\_\_\_\_
  - Was there sufficient time to think and respond to questions? Yes\_\_\_\_ No\_\_\_\_

Over

### **C. IN SUMMARY**

1. How would you rate the quality of the docent presentation?

excellent\_\_\_\_ good\_\_\_\_ fair\_\_\_\_ poor\_\_\_\_

2. What did your group especially like about the visit?

3. Do you have any suggestions or comments for improvement? If so, please elaborate.

4. Did you try a specific follow-up activity? If so, please describe.

**For further information about teacher workshops, special exhibitions, concerts and lectures, please visit [www.umma.umich.edu](http://www.umma.umich.edu).**