



National Outreach Program Master Survey

SURVEY TITLE

Location: Name of NARA Facility or External Venue

Date: Day of Wk, Mo., Date, 20XX (optional)

Instructions: Tell us about your experience today by circling your choices. This valuable information will improve future public outreach programs. Please turn in your completed survey to the designated area or to a staff member. We appreciate your feedback. Thank you for helping us serve you better.

Numbers are for internal purposes only

EXHIBITS SECTION

1.	Overall, I am satisfied with my museum experience today (101).*		
	Strongly Agree	Agree	Disagree
			Strongly Disagree
3.	Is this your first visit to [our museum or exhibit title]? (102).		
	Yes		No
5.	Is this a return visit to [our museum, exhibit title]?		
	Yes		No
7.	Reason for visiting [our museum, exhibit title]:		
9.	How did you learn about [our museum, exhibit title]?		
	Brochure or flyer	Calendar of events	Magazine
	Newsletter	Newspaper	Promotional signs or billboards
	Radio or television	Social media (Facebook® or Twitter®)	Website
	Word of mouth or personal recommendation	Chartered or group tour	School tour

	Other:	
15.	I will visit again in the future.	
	Yes	No
17.	I would recommend visiting [our museum, exhibit title] to others.	
	Yes	No
19.	The exhibit galleries and public spaces were clean and well maintained (103).	
	Yes	No
21.	If no, please describe/explain:	
23.	The exhibit lighting, audiovisual technologies and interactive features were fully functioning (104).	
	Yes	No
25.	The [our museum, exhibit title] signage was clear and instructive.	
	Yes	No
27.	My visit to the [our museum, exhibit title] taught me something new.	
	Yes	No
29.	Did you use the [interactive(s)] in the exhibit?	
	Yes	No
31.	The [interactive(s)] contributed positively to my experience.	
	Yes	No
33.	The written information in the [our museum, exhibit title] was easy to understand.	
	Yes	No
35.	The written information in the visitor guide and/or [exhibit title] handouts was easy to understand.	
	Yes	No
37.	The content in [our museum, exhibit title] was presented in a professional manner.	
	Yes	No
39.	The [our museum, exhibit title] inspired me to learn more about the topic.	
	Yes	No
41.	My visit to the [our museum, exhibit title] was informative.	

	Yes	No
43.	My visit to the [our museum, exhibit title] met my expectations.	
	Yes	No
45.	My visit inspired me to learn more about [our museum, exhibit title].	
	Yes	No
47.		
48.	How could the visit to [our museum, exhibit title] be improved?	
50.	Additional Comments:	
52.	Sex (105):	
	Female	Male
EDUCATION & FAMILY PROGRAMS SECTION		
54.	Overall, I am satisfied with my education program experience today (121).*	
	Strongly Agree	Agree
56.	Is this your first time participating in [the education program title] (122)?	
	Yes	No
58.	If you have previously participated in [the education program title], when was the most recent time (approx. date)?	
60.	Reason for participating in [the education program title]:	
62.	I would recommend [the education program title] to others.	
	Yes	No
64.	I will participate in another education program in the future.	
	Yes	No

66.	How did you learn about [the education program title]?			
	Brochure or flyer		Calendar of Events	
	Magazine		Newspaper	
	Newsletter		Professional publication	
	Promotional signs		Radio or Television	
	Social media (Facebook® or Twitter®)		Teacher Conference	
Website		Word of mouth or personal recommendation		
Other:				
72.	The objective(s) of [the education program title] was clear.			
	Yes		No	
74.	Overall, the program met its stated objective(s) (126).			
	Strongly Agree	Agree	Disagree	Strongly Disagree
76.	The length of the program was appropriate.			
	Yes		No	
78.	The program was conducted in the allotted time.			
	Yes		No	
80.	The program description was informative.			
	Yes		No	
82.	The audiovisual technologies were fully functioning (124).			
	Yes		No	
84.	The facilities were clean and well maintained (123).			
	Yes		No	
86.	Did you go or to on a docent-led [tour or program]?			
	Yes		No	
88.	The [tour or program] was well organized.			
	Yes		No	
90.	The [tour or program] was conducted in the allotted time.			
	Yes		No	
92.	The [tour or program] was well paced.			
	Yes		No	

94.	The [tour or program] met my expectations.			
	Yes		No	
96.	The [tour or program] taught me something new about [our museum, exhibit title].			
	Yes		No	
98.	How could the [tour or program] be improved?			
100.	Overall, the [guide/moderator/speaker/presenter(s)] was effective (128).			
101.	Strongly Agree	Agree	Disagree	Strongly Disagree
102.	Additional Comment(s):			
104.	Sex (125):			
	Female		Male	
TEACHERS WORKSHOP SECTION				
106.	Overall, I am satisfied with my education program experience today (141).*			
	Strongly Agree	Agree	Disagree	Strongly Disagree
108.	Is this your first time participating in [the teacher workshop program title] (142)?			
	Yes		No	
110.	The registration process was user-friendly.			
	Yes		No	
112.	The registration fee was reasonable.			
	Yes		No	
114.	Confirmation and preparatory information/materials were sent in a timely manner.			
	Yes		No	
116.	The content is useful/important to me.			
	Yes		No	
118.	I learned something that I can apply to my work (149).			
	Yes		No	
120.	I gained new knowledge and/or skills.			

	Yes	No
122.	The topic has practical application(s) for me.	
	Yes	No
124.	The handouts were useful and/or informative.	
	Yes	No
126.	The material provided effectively aligns with current education standards.	
	Yes	No
128.	How will you use the ideas, information and/or handouts from the program?	
130.	What were your main objectives for participating in this program?	
132.	Were your objectives met?	
	Yes	No
134.	Which part(s) of the program did you find the most interesting and/or useful?	
136.	The activities, assignments, and/or other requirements were appropriate.	
	Yes	No
138.	The audiovisual materials were effective, clear, and appropriate.	
	Yes	No
140.	The audiovisual technologies were fully functioning (144).	
	Yes	No
142.	Will you recommend this program to other educators (147)?	
	Yes	No
144.	How does this program fit into your curriculum?	

146.	The program meets my professional needs (150).		
	Yes		No
148.	I created materials that I will use in my classroom.		
	Yes		No
150.	Please provide a statement for potential use in promoting the value of this program to other teachers or sponsors:		
152.	The [facilitator/speaker/presenter(s)] was organized and prepared.		
	Yes		No
154.	The [facilitator/speaker/presenter(s)] encouraged participation.		
	Yes		No
156.	The [facilitator/speaker/presenter(s)] was knowledgeable about the topic.		
	Yes		No
158.	The [facilitator/speaker/presenter(s)] was responsive to questions.		
	Yes		No
160.	The [facilitator/speaker/presenter(s)] was engaging.		
	Yes		No
162.	The [facilitator/speaker/presenter(s)] kept the program focused.		
	Yes		No
164.	The [facilitator/speaker/presenter(s)] kept the participants focused.		
	Yes		No
166.	Overall, the [facilitator/speaker/presenter(s)] was effective.		
	Strongly Agree	Agree	Disagree
168.	The space(s) used provided a comfortable setting for the program.		
	Yes		No
170.	The facilities were clean and well maintained (143).		
	Yes		No

172.	How could this program be improved?		
174.	What topic(s) would you like to see addressed in the future?		
176.	Additional Comment(s):		
178.	Sex (145):		
	Female		Male
STUDENT GROUP PROGRAMS			
180.	Overall, I am satisfied with my students' group program experience today (161)*.		
	Strongly Agree	Agree	Disagree
181.	Is this your first time for your students to participate in [the student group program title] (162)?		
	Yes		No
182.	If you have previously participated in [the education program title], when was the most recent time (approx. date)?		
184.	Reason for participating in [the education program title]:		
186.	How does this program fit into your curriculum?		
188.	The objective(s) of [the education program title] was clear.		
	Yes		No

190.	The length of the program was appropriate.			
	Yes		No	
192.	The program was conducted in the allotted time.			
	Yes		No	
194.	The program description was informative.			
	Yes		No	
196.	The registration process was user-friendly.			
	Yes		No	
198.	The registration fee was reasonable.			
	Yes		No	
200.	The handouts were useful and/or informative.			
	Yes		No	
202.	The material provided effectively aligns with current education standards.			
	Yes		No	
204.	The activities, assignments, and/or other requirements were appropriate.			
	Yes		No	
206.	The content of the program was presented in an age appropriate manner.			
	Yes		No	
208.	The teaching techniques used engaged my students.			
	Yes		No	
210.	The program meets my students' needs.			
	Yes		No	
212.	Overall, the program met its stated objective(s) (166).			
	Strongly Agree	Agree	Disagree	Strongly Disagree
213.	Will you recommend this program to other educators (167)?			
	Yes		No	
214.	The [facilitator/speaker/presenter(s)] was organized and prepared.			
	Yes		No	
216.	The [facilitator/speaker/presenter(s)] encouraged participation.			
	Yes		No	
218.	The [facilitator/speaker/presenter(s)] was knowledgeable about the topic.			

	Yes	No	
220.	The [facilitator/speaker/presenter(s)] was responsive to questions.		
	Yes	No	
222.	The [facilitator/speaker/presenter(s)] was engaging.		
	Yes	No	
224.	The [facilitator/speaker/presenter(s)] kept the program focused.		
	Yes	No	
226.	The [facilitator/speaker/presenter(s)] kept the participants focused.		
	Yes	No	
228.	Overall, the [facilitator/speaker/presenter(s)] was effective (168).		
	Strongly Agree	Agree	Disagree
229.	The audiovisual technologies were fully functioning (164).		
	Yes	No	
230.	The facilities were clean and well maintained (163).		
	Yes	No	
231.	The space(s) used provided a comfortable setting for the program.		
	Yes	No	
233.	The program met my expectations.		
	Yes	No	
235.	How could this program be improved?		
237.	What topic(s) would you like to see addressed in the future?		
239.	Additional Comment(s):		

PUBLIC PROGRAMS SECTION

241.	Overall, I am satisfied with my public program experience today (181)*.		
	Strongly Agree	Agree	Disagree
243.	Is this your first public program at [our museum] (182)?		
	Yes	No	
245.	If you have previously participated in [public program title], when was the most recent time (approx. date)?		
247.	Reason for attending in [the public program title].		
249.	I would recommend [the public program title] to others.		
	Yes	No	
251.	I will attend another public program in the future.		
	Yes	No	
253.	How did you learn about [the public program title]?		
	Brochure or flyer	Calendar of events	Magazine
	Newsletter	Newspaper	Promotional Signs
	Radio or television	Social media (Facebook® or Twitter®)	Website
	Word of mouth or personal recommendation	Chartered or group tour	School tour
	Other:		
259.	The objective(s) of [the public program title] was clear.		
	Yes	No	
261.	The length of the program was appropriate.		
	Yes	No	
263.	The public program was focused and on task throughout the presentation.		
	Yes	No	
265.	The program was conducted in the allotted time.		

	Yes	No	
267.	The program description was informative.		
	Yes	No	
269.	The program matched the description.		
	Yes	No	
271.	Overall, the program met its stated objective(s) (186).		
	Strongly Agree	Agree	Disagree
273.	The registration and/or reservation process was user-friendly.		
	Yes	No	
275.	The content is useful/important to me.		
	Yes	No	
277.	I learned something that will be useful to me.		
	Yes	No	
279.	I gained new knowledge and/or skill.		
	Yes	No	
281.	The handouts were useful and informative.		
	Yes	No	
283.	The audiovisual technologies were fully functioning (184).		
	Yes	No	
285.	The audiovisual materials were effective, clear, and appropriate.		
	Yes	No	
287.	How will you use the content from the program?		
289.	The [moderator/speaker/presenter(s)] was organized and prepared.		
	Yes	No	
291.	The [moderator/speaker/presenter(s)] encouraged participation.		
	Yes	No	
293.	The [moderator/speaker/presenter(s)] was knowledgeable about the topic.		
	Yes	No	

295.	The [moderator/speaker/presenter(s)] was responsive to questions.			
	Yes		No	
297.	The [moderator/speaker/presenter(s)] was engaging.			
	Yes		No	
299.	The [moderator/speaker/presenter(s)] kept the program focused.			
	Yes		No	
301.	The [moderator/speaker/presenter(s)] kept the participants focused.			
	Yes		No	
303.	Overall, the [moderator/speaker/presenter(s)] was effective (188).			
	Strongly Agree	Agree	Disagree	Strongly Disagree
305.	The space for the public program was a comfortable setting for the presentation.			
	Yes		No	
307.	The facilities were clean and well maintained (183).			
	Yes		No	
309.	The program met my expectations.			
	Yes		No	
311.	The staff was helpful and informative.			
	Yes		No	
313.	How could this program be improved?			
315.	What topic(s) would you like to see addressed in the future?			
317.	Additional Comment(s):			
319.	Sex (185):			

	Female	Male	
ADDITIONAL DEMOGRAPHIC SECTION			
321.	Age:		
	18-24	25-34	35-44
	45-55	56-64	65+
324.	Race and ethnicity¹ (circle or write-in all that apply):		
	White	Black or African American	
	American Indian or Alaskan Native	South Indian	
	Chinese	Japanese	
	Filipino	Korean	
	Vietnamese	Other Asian: _____	
	Native Hawaiian	Guamanian or Chamorro	
	Samoan	Other Pacific Islander: _____	
	Other:		
	333.	Hispanic, Spanish or Latino Origin?	
Yes		No	
Country:			
State:			
Zip Code:			
338.	Please leave a preferred email address, if you would like to receive information about upcoming events:		

ⁱ Source of list for racial and ethnic categories is US Census Bureau