



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
2.	Is this your first visit to [our museum or exhibit title]? (102)?		
	Yes		No
3.	Is this a return visit to [our museum, exhibit title]?		
	Yes		No
4.	Reason for visiting [our museum, exhibit title]:		
5.	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:			

6.	I will visit again in the future.	
	Yes	No
7.	I would recommend visiting [our museum, exhibit title] to others.	
	Yes	No
8.	The exhibit galleries and public spaces were clean and well maintained (103).	
	Yes	No
9.	If no, please describe/explain:	
10.	Exhibit lighting, audiovisual technologies and interactive features were fully functioning (104).	
	Yes	No
11.	The [our museum, exhibit title] signage was clear and instructive.	
	Yes	No
12.	My visit to the [our museum, exhibit title] taught me something new.	
	Yes	No
13.	Did you use the [interactive(s)] in the exhibit?	
	Yes	No
14.	The [interactive(s)] contributed positively to my experience.	
	Yes	No
15.	The written information in the [our museum, exhibit title] was easy to understand.	
	Yes	No
16.	The written information in the visitor guide and/or [exhibit title] handouts was easy to understand.	
	Yes	No
17.	The content in [our museum, exhibit title] was presented in a professional manner.	
	Yes	No
18.	The [our museum, exhibit title] inspired me to learn more about the topic.	
	Yes	No
19.	My visit to the [our museum, exhibit title] was informative.	
	Yes	No

20.	My visit to the [our museum, exhibit title] met my expectations.		
	Yes		No
21.	My visit inspired me to learn more about [our museum, exhibit title].		
	Yes		No
22.			
23.	How could the visit to [our museum, exhibit title] be improved?		
24.	Additional Comments:		
25.	Sex:		
	Female		Male
EDUCATION & FAMILY PROGRAMS SECTION			
26.	Overall, I am satisfied with my education program experience today (121).*		
	Strongly Agree	Agree	Disagree
27.	Is this your first time participating in [the education program title] (122)?		
	Yes		No
28.	If you have previously participated in [the education program title], when was the most recent time (approx. date)?		
29.	Reason for participating in [the education program title]:		
30.	I would recommend [the education program title] to others.		
	Yes		No
31.	I will participate in another education program in the future.		
	Yes		No

32.	How did you learn about [the education program title]?		
	Brochure or flyer	Calendar of Events	Magazine
	Newsletter	Newspaper	Professional publication
	Promotional signs	Radio or Television	Social media (Facebook® or Twitter®)
	Teacher Conference	Website	Word of mouth or personal recommendation
	Other:		
33.	The objective(s) of [the education program title] was clear.		
	Yes	No	
34.	Overall, the program met its stated objective(s) (126).		
	Strongly Agree	Agree	Disagree
35.	The length of the program was appropriate.		
	Yes	No	
36.	The program was conducted in the allotted time.		
	Yes	No	
37.	The program description was informative.		
	Yes	No	
38.	The audiovisual technologies were fully functioning (124).		
	Yes	No	
39.	The facilities were clean and well maintained (123).		
	Yes	No	
40.	Did you go on a docent-led [tour or program]?		
	Yes	No	
41.	The [tour or program] was well organized.		
	Yes	No	
42.	The [tour or program] was conducted in the allotted time.		
	Yes	No	
43.	The [tour or program] was well paced.		

	Yes	No		
44.	The [tour or program] met my expectations.			
	Yes	No		
45.	The [tour or program] taught me something new about [our museum, exhibit title].			
	Yes	No		
46.	How could the [tour or program] be improved?			
47.	Overall, the [guide/moderator/speaker/presenter(s)] was effective (128).			
48.	Strongly Agree	Agree	Disagree	Strongly Disagree
49.	Additional Comment(s):			
50.	Sex:			
	Female		Male	
TEACHERS WORKSHOP SECTION				
51.	Overall, I am satisfied with my education program experience today (141).*			
	Strongly Agree	Agree	Disagree	Strongly Disagree
52.	Is this your first time participating in [the teacher workshop program title] (142)?			
	Yes	No		
53.	The registration process was user-friendly.			
	Yes	No		
54.	The registration fee was reasonable.			
	Yes	No		
55.	Confirmation and preparatory information/materials were sent in a timely manner.			
	Yes	No		
56.	The content is useful/important to me.			

	Yes	No
57.	I learned something that I can apply to my work (149).	
	Yes	No
58.	I gained new knowledge and/or skills.	
	Yes	No
59.	The topic has practical application(s) for me.	
	Yes	No
60.	The handouts were useful and/or informative.	
	Yes	No
61.	The material provided effectively aligns with current education standards.	
	Yes	No
62.	How will you use the ideas, information and/or handouts from the program?	
63.	What were your main objectives for participating in this program?	
64.	Were your objectives met?	
	Yes	No
65.	Which part(s) of the program did you find the most interesting and/or useful?	
66.	The activities, assignments, and/or other requirements were appropriate.	
	Yes	No
67.	The audiovisual materials were effective, clear, and appropriate.	
	Yes	No
68.	The audiovisual technologies were fully functioning (144).	

	Yes	No
69.	Will you recommend this program to other educators (147)?	
	Yes	No
70.	How does this program fit into your curriculum?	
71.	The program meets my professional needs (150).	
	Yes	No
72.	I created materials that I will use in my classroom.	
	Yes	No
73.	Please provide a statement for potential use in promoting the value of this program to other teachers or sponsors:	
74.	The [facilitator/speaker/presenter(s)] was organized and prepared.	
	Yes	No
75.	The [facilitator/speaker/presenter(s)] encouraged participation.	
	Yes	No
76.	The [facilitator/speaker/presenter(s)] was knowledgeable about the topic.	
	Yes	No
77.	The [facilitator/speaker/presenter(s)] was responsive to questions.	
	Yes	No
78.	The [facilitator/speaker/presenter(s)] was engaging.	
	Yes	No
79.	The [facilitator/speaker/presenter(s)] kept the program focused.	
	Yes	No
80.	The [facilitator/speaker/presenter(s)] kept the participants focused.	
	Yes	No
81.	Overall, the [facilitator/speaker/presenter(s)] was effective.	

	Strongly Agree	Agree	Disagree	Strongly Disagree
82.	The space(s) used provided a comfortable setting for the program.			
	Yes		No	
83.	The facilities were clean and well maintained (143).			
	Yes		No	
84.	How could this program be improved?			
85.	What topic(s) would you like to see addressed in the future?			
86.	Additional Comment(s):			
87.	Sex:			
	Female		Male	
STUDENT GROUP PROGRAMS				
88.	Overall, I am satisfied with my students' group program experience today (161)*.			
	Strongly Agree	Agree	Disagree	Strongly Disagree
89.	Is this your first time for your students to participate in [the student group program title] (162)?			
	Yes		No	
90.	If you have previously participated in [the education program title], when was the most recent time (approx. date)?			
91.	Reason for participating in [the education program title]:			

92.	How does this program fit into your curriculum?		
93.	The objective(s) of [the education program title] was clear.		
	Yes	No	
94.	The length of the program was appropriate.		
	Yes	No	
95.	The program was conducted in the allotted time.		
	Yes	No	
96.	The program description was informative.		
	Yes	No	
97.	The registration process was user-friendly.		
	Yes	No	
98.	The registration fee was reasonable.		
	Yes	No	
99.	The handouts were useful and/or informative.		
	Yes	No	
100.	The material provided effectively aligns with current education standards.		
	Yes	No	
101.	The activities, assignments, and/or other requirements were appropriate.		
	Yes	No	
102.	The content of the program was presented in an age appropriate manner.		
	Yes	No	
103.	The teaching techniques used engaged my students.		
	Yes	No	
104.	The program meets my students' needs.		
	Yes	No	
105.	Overall, the program met its stated objective(s) (166).		
	Strongly Agree	Agree	Disagree

106.	Will you recommend this program to other educators (167)?		
	Yes		No
107.	The [facilitator/speaker/presenter(s)] was organized and prepared.		
	Yes		No
108.	The [facilitator/speaker/presenter(s)] encouraged participation.		
	Yes		No
109.	The [facilitator/speaker/presenter(s)] was knowledgeable about the topic.		
	Yes		No
110.	The [facilitator/speaker/presenter(s)] was responsive to questions.		
	Yes		No
111.	The [facilitator/speaker/presenter(s)] was engaging.		
	Yes		No
112.	The [facilitator/speaker/presenter(s)] kept the program focused.		
	Yes		No
113.	The [facilitator/speaker/presenter(s)] kept the participants focused.		
	Yes		No
114.	Overall, the [facilitator/speaker/presenter(s)] was effective (168).		
	Strongly Agree	Agree	Disagree
115.	The audiovisual technologies were fully functioning (164).		
	Yes		No
116.	The facilities were clean and well maintained (163).		
	Yes		No
117.	The space(s) used provided a comfortable setting for the program.		
	Yes		No
118.	The program met my expectations.		
	Yes		No
119.	How could this program be improved?		

120.	What topic(s) would you like to see addressed in the future?		
121.	Additional Comment(s):		
PUBLIC PROGRAMS SECTION			
122.	Overall, I am satisfied with my public program experience today (181)*.		
	Strongly Agree	Agree	Disagree
123.	Is this your first public program at [our museum] (182)?		
	Yes	No	
124.	If you have previously participated in [public program title], when was the most recent time (approx. date)?		
125.	Reason for attending in [the public program title].		
126.	I would recommend [the public program title] to others.		
	Yes	No	
127.	I will attend another public program in the future.		
	Yes	No	
128.	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:		
129.	The objective(s) of [the public program title] was clear.		
	Yes	No	
130.	The length of the program was appropriate.		
	Yes	No	
131.	The public program was focused and on task throughout the presentation.		
	Yes	No	
132.	The program was conducted in the allotted time.		
	Yes	No	
133.	The program description was informative.		
	Yes	No	
134.	The program matched the description.		
	Yes	No	
135.	Overall, the program met its stated objective(s) (186).		
	Strongly Agree	Agree	Disagree Strongly Disagree
136.	The registration and/or reservation process was user-friendly.		
	Yes	No	
137.	The content is useful/important to me.		
	Yes	No	
138.	I learned something that will be useful to me.		
	Yes	No	
139.	I gained new knowledge and/or skill.		
	Yes	No	
140.	The handouts were useful and informative.		
	Yes	No	
141.	The audiovisual technologies were fully functioning (184).		
	Yes	No	
142.	The audiovisual materials were effective, clear, and appropriate.		
	Yes	No	

143.	How will you use the content from the program?		
144.	The [moderator/speaker/presenter(s)] was organized and prepared.		
	Yes	No	
145.	The [moderator/speaker/presenter(s)] encouraged participation.		
	Yes	No	
146.	The [moderator/speaker/presenter(s)] was knowledgeable about the topic.		
	Yes	No	
147.	The [moderator/speaker/presenter(s)] was responsive to questions.		
	Yes	No	
148.	The [moderator/speaker/presenter(s)] was engaging.		
	Yes	No	
149.	The [moderator/speaker/presenter(s)] kept the program focused.		
	Yes	No	
150.	The [moderator/speaker/presenter(s)] kept the participants focused.		
	Yes	No	
151.	Overall, the [moderator/speaker/presenter(s)] was effective (188).		
	Strongly Agree	Agree	Disagree
152.	The space for the public program was a comfortable setting for the presentation.		
	Yes	No	
153.	The facilities were clean and well maintained (183).		
	Yes	No	
154.	The program met my expectations.		
	Yes	No	
155.	The staff was helpful and informative.		
	Yes	No	
156.	How could this program be improved?		

157.	What topic(s) would you like to see addressed in the future?	
158.	Additional Comment(s):	
159.	Sex:	
	Female	Male
ADDITIONAL DEMOGRAPHIC SECTION		
160.	Age:	
	18-24	25-34
	45-55	56-64
161.	Race and ethnicity (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:	

162.	Hispanic, Spanish or Latino Origin?	
	Yes	No
163.	Country:	
	State:	
	Zip Code:	

PAPERWORK REDUCTION ACT PUBLIC BURDEN STATEMENT: You are not required to provide the information requested on a form that is subject to the Paperwork Reduction Act unless the form displays a valid OMB control number. Public burden reporting for this collection of information is estimated to be less than 5 minutes per response. Send comments regarding the burden estimate or any other aspect of the collection of information, including suggestions for reducing this burden, to National Archives and Records Administration (MP), 8601 Adelphi Rd, College Park, MD 20740-6001. DO NOT SEND COMPLETED FORMS TO THIS ADDRESS.

OMB Control No. 3095-0070, expiration date 10/31/2017

NA Form 2026 XX (XX-17)