

## DRAFT SURVEY RESPONSE REQUESTS: Website, Email and Social Media

### Draft Survey - Website request:

#### GLO Records Website Survey Request

Help us improve your experience on the GLO Records website by taking our 5 to 10 minute survey, click [here {insert link}](#) to start the survey.

Your participation in the survey is completely voluntary and all of your responses will be kept private.

Thank you in advance for your time and feedback.

**Paperwork Reduction Act Statement:** We are collecting this information subject to the Paperwork Reduction Act (44 U.S.C. 3501) to gather user feedback for future possible GLO Website enhancements. Your response is voluntary and we will not share the results publicly. We may not conduct or sponsor and you are not required to respond to a collection of information unless it displays a currently valid OMB Control Number. OMB has reviewed and approved this survey and assigned OMB Control Number 1090-0011.

**Estimated Burden Statement:** We estimate the survey will take you 5 to 10 minutes to complete, including time to read instructions, gather information, and complete and submit the survey. You may submit comments on any aspect of this information collection to the Information Collection Clearance Officer, Bureau of Land Management, [BLM\\_HQ\\_BLM\\_Comments@blm.gov](mailto:BLM_HQ_BLM_Comments@blm.gov).

### Draft Survey - Email request:

From: [glosurveys@blm.gov](mailto:glosurveys@blm.gov)  
To: internal BLM GLO Users list  
Subject: General Land Office User Feedback Survey

You are invited to participate in a brief survey of the GLO Records website. As someone that is familiar with the site your feedback is valuable to us. Your response to this survey will help us evaluate the effectiveness of the website and assist us in identifying features to improve your experience.

Your feedback by [{insert date}](#) is greatly appreciated.

The survey should only take about 5 to 10 minutes to complete. Please click [here {insert link}](#) to go to the survey or copy and paste the below link into your Internet browser.

Survey link: [{insert link}](#)

Your participation in the survey is completely voluntary and all of your responses will be kept confidential. No personally identifiable information will be associated with your responses.

Should you have any comments or questions, please feel free to contact us at [glosurveys@blm.gov](mailto:glosurveys@blm.gov)

Thank you in advance for your participation. We appreciate your time and will actively use your feedback to improve our services to you.

Sincerely,

THE GLO Team

**Paperwork Reduction Act Statement:** We are collecting this information subject to the Paperwork Reduction Act (44 U.S.C. 3501) to gather user feedback for future possible GLO Website enhancements. Your response is voluntary and we will not share the results publicly. We may not conduct or sponsor and you are not required to respond to a collection of information unless it displays a currently valid OMB Control Number. OMB has reviewed and approved this survey and assigned OMB Control Number 1090-0011, which expires 10/31/2021.

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**Draft Survey – Email Reminder:**

(Note to Approver: This language will be included in a 'reply-all' to the original email)

From: [glosurveys@blm.gov](mailto:glosurveys@blm.gov)

To: internal BLM GLO Users list

Subject: Reminder: General Land Office User Feedback Survey

You were recently invited to participate in a GLO Records website user feedback survey. If you have not had an opportunity to take the GLO user feedback survey, there is still time.

As someone that is familiar with the site your feedback is valuable to us.

Your response to this survey will help us evaluate the effectiveness of the website and assist us in identifying features to improve your experience.

Your feedback by {insert date} is greatly appreciated.

The survey should only take about 5 to 10 minutes to complete. Please click [here](#) {insert link} to go to the survey or copy and paste the below link into your Internet browser.

Survey link: {insert link}

Sincerely,  
The GLO Team

**Paperwork Reduction Act Statement:** We are collecting this information subject to the Paperwork Reduction Act (44 U.S.C. 3501) to gather user feedback for future possible GLO Website enhancements. Your response is voluntary and we will not share the results publicly. We may not conduct or sponsor and you are not required to respond to a collection of information unless it displays a currently valid OMB Control Number. OMB has reviewed and approved this survey and assigned OMB Control Number 1090-0011, which expires 10/31/2021.

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{original email here}

**Twitter (280 characters):**

Help us improve your experience on the GLO Records website by taking this 5 to 10 minute voluntary survey.  
[{insert survey link}](#)

**Facebook:**

Help us improve your experience on the GLO Records website by taking this 5 to 10 minute voluntary survey.  
[{insert survey link}](#)