

DOCENT TOUR EVALUATION

Before you fill out this form, did you:

- Return all tour artifacts and materials to their proper locations? Clean art project area?
- Send thank you note to class? Record your volunteer hours?
- Walk through the galleries and check for forgotten items?

Date of tour _____	Teacher(s) _____	Name of Docent(s) _____	Role/Rotation _____
School _____	Grade(s) _____	_____	_____
# Students _____	# Teachers & Chaperones _____	_____	_____
Tour theme _____	_____	_____	_____
Length of Tour _____	_____	_____	_____

Please use the space below and on the back of this form to answer the following questions:

1. Please rate the overall success of this tour:

____ Very Successful ____ Successful ____ Somewhat Successful ____ Not Successful

2. What were the teacher's goals for this visit and how did the docent team support these goals?

3. To what degree to you agree with the following statements?

	agree	somewhat agree	neutral	somewhat disagree	disagree
The teacher provided adequate information about the group.					
The teacher and chaperones modeled appropriate museum behavior.					
The teacher and chaperones encouraged student participation.					
The teacher and chaperones monitored inappropriate student behavior.					
The students responded and participated well.					
The students behaved appropriately for the museum setting.					
The docents had enough time to set up before the bus arrived.					
Materials were readily available.					
Time modifications to the original tour schedule were necessary.					
The rotations went smoothly.					

4. What activities were most and least successful? Why?

5. In what ways did the team work together to enhance the tour?

6. What specific ideas and activities did the team draw upon from previous training sessions in planning this tour?

7. What could have been added to docent training to improve this tour?
