

**Entrance and Location**

1. Was the library easy to find? 1 2 3 4 5
2. Is there good signage indicating that this is a library building, visible from an automobile?  
1 2 3 4 5
3. Can you see activity inside the library? Yes No 1 2 3 4 5
4. Is the entrance friendly and uncluttered? Did you feel welcome? 1 2 3 4 5
5. Are the hours posted clearly? Yes No
6. Were the doors automatic or power assisted? Yes No

**Wayfinding and Welcoming**

1. Was there a good directional map available? Yes No
2. How far did you have to go into the library to find assistance?
3. To see books?
4. To see computers?
5. To find a place to sit down?
6. Was it easy to see where the various service points are located? Can you find children's easily? Find a public use computer? Can you find the rest rooms?
7. Overall wayfinding organization: 1 2 3 4 5
8. Did you like the signage? Yes No
9. Is there publicity for upcoming programs and events? Yes No
10. Is there a Friends of the Library book store or sale area? Yes No

### **Children's Area**

1. Is there sufficient child sized furniture for smaller children? Yes No
2. Are there opportunities for children & parents to sit together and read? Yes No
3. Are the stacks child-friendly? Not too high with wide enough aisles? Yes No
4. Is there whimsy in the décor? Does it feel child welcoming? What is the flooring? Is it child friendly? Rate the décor. 1 2 3 4 5
5. Is there a specific theme to the children's spaces? Did you like it? Yes No
6. Did you like the story time area? Is it enclosed or an open area?
7. Are computers available for children?

### **Technology**

1. Is technology centrally located or scattered around the building?
2. Is wireless available? Were individual using their laptops in the building? Are they accommodated with tables, chairs with tablet arms, sufficient power?
3. Are there catalogs located in stack areas?
4. Are there self check machines? Are they well located?
5. Is there a training lab?
6. How is printing handled?

### Teen Area

1. Is there a teen area? Does it feel casual and informal or structured?
2. Is there a variety of seating types including lounge seats, study tables, café tables? Yes No
3. Is there teen technology available? (listening stations, computers, large screen TV, gaming such as Wii?)

### Overall Design

1. Is the lighting sufficient? In the stack areas? At reading tables? Is there any natural light?  
How do you rate the lighting? 1 2 3 4 5
2. Is there a good mix of study tables, carrels, lounge seats? Did you sit in any of the furniture?  
Was it comfortable? Any furniture items you particularly liked? Didn't like?  
Rate the furniture overall. 1 2 3 4 5
3. Do the finishes and colors feel soothing, exciting or neutral to you?
4. Did you notice if the ceiling was high or low? Did that make a difference in how you feel about the spaces? Yes No
5. Are the collections and services merchandised?
6. Is there a public art component?
7. Is there evidence of local history in the building, the art, or the displays?

### General comments

1. How many service desks does the library require?
2. Do they have security cameras or other security equipment in use?
3. Did you notice anything you particularly liked such as donor recognition, colors, outdoor features, etc.?