

Sample Reader Profile

Purpose: To complete a user analysis for the document "Procedures for Use of Equipment in the Visual Art Room"

Reader's Name: _____

Reader's Position: Student Teacher Intern Teacher Maintenance Other _____

If student, what grade? _____

Ask sample readers to complete the following questions:

1. What is your educational background, especially in the area of visual art? _____

2. With what visual art equipment are you already very familiar? _____

3. How often do you use the equipment? _____
4. How will you use the procedures manual? Skim it ____ Study it carefully at one sitting ____
Read sections on a "need to know" basis ____ Use it to instruct others ____ Other _____
5. Would you be willing to give feedback on a draft of the document? _____
6. Is there a format you prefer for a document such as the one being prepared? _____

7. Is there a format for equipment or procedures manuals that you have found to be ineffective? _____

8. Do you think a manual such as this one will be useful to you? _____
