

Sargent Center for Outdoor Education
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Teambuilding Program Notes (3/2005)

Please respond in detail to the following questions. Your responses help us create a quality experience for you. Use this form, attaching additional sheets if necessary, or create an email using this form as a guide.

Group name and date of Sargent Center program _____

Person completing this form _____

Telephone #(s) _____ E-mail _____

Best method and time(s) to reach you _____

Background

1. Please tell us about your group including reason why the group/team exists, how long you've been together, how well you know each other, the age range of participants, estimated number of males and females, and characteristics of your group.

2. Estimated number of participants _____. Is this less than the entire group? ____ Yes ____ No

3. If anyone in your group previously participated in adventure programming, please describe the program.

Goals

1. Describe the goal(s) of your Sargent Center program--what you are trying to promote, enhance, or develop within your group?

2. Will program goals be discussed with participants prior to the program? ____ Yes ____ No

OVER ↩

Additional information about your group

1. How and where will participants put the skills, knowledge, and attitudes acquired into practice?
2. How will you know the goals set for your group were achieved?
3. Please check the challenge level you feel is appropriate for your group and explain the levels chosen.

Physical Challenge: ___ Low ___ Medium ___ High

Mental Challenge: ___ Low ___ Medium ___ High

Emotional Challenge: ___ Low ___ Medium ___ High

4. Knowing your group and your goals, what should our design emphasize? (check one)
 - ___ Action
 - ___ Reflection
 - ___ Balanced between action and reflection
5. Will group leaders participate in the activities? (Check option you prefer)
 - Participate in the activities on an equal basis with the rest of the group
 - Participate in a leadership role during the activities
 - Observe but not participate
 - Other (explain)
6. We typically have one facilitator per small group (1:15). How many groups do you prefer? _____
(If you request a smaller ratio, we will do our best to accommodate you.)
7. How will participants be divided into small groups? (Check option you prefer)
 - I/we will divide them prior to our visit
 - Sargent Center divides them into random groups
 - Sargent Center divides them according to guidelines I/we provide
 - Other (explain)

The time taken to complete this form is an investment in your program – *thank you!*

⇒ Please attach a schedule of your visit, as you understand it.