



“Crafting / Creating a Tour”

Preplanning for Docent Tours Plan / Tour Content (Worksheet)

- Theme
- Introduction
- Gallery Stops
- Transitions
- Conclusion
- Presentation Styles

Docent Tour Plan (Worksheet)

- Theme
- Introduction
- Gallery Experiences:
- 1st – 4th Gallery / Art Work(s) & Transitions
- Conclusion

Crafting / Creating a Tour

The 5 Types of Tours at PSAM:

1. “Highlights of the Collection” - Adult Tour/Multi-Generational Families
2. School Tours
3. “Ask Me”
4. Specialist Tours (for a Specialist Exhibition)
5. Special Requested Tour



“Crafting / Creating a Tour”

The components of crafting a tour with **examples**:

- Selecting a **Theme**
- **Introduction:** *“Tell them what you’re going to tell them.”*
- **Content and Transitions:** *“Tell them.”*
- **Open-ended questioning techniques:**
 - “What do you see?”
 - “What is going on here?”
 - “What was your first reaction to this artwork?”
 - “What words would you use to describe this artwork?”
 - “How would you describe this object (place, picture) to someone who has never seen it?”
 - “How are these objects / artworks alike?” “How are they different?”
 - (See “Questions to Ask About Art” handout in binder for more examples)
- **Conclusion:** *“Tell them what you told them.”*