

GS / DMC

Graphic Services Document Management Center
Design/Layout Printing Services Copier Management

Satisfaction Survey Form

The Office of Graphic Services/Document Management Center recently completed a project for you. To help us in our work and to improve our services, we ask you to take a few minutes to evaluate our performance.

1. Has your experience with Graphic Services/Document Management Center been a pleasant one? Yes No
2. Would you recommend the services of this office to other departments? Yes No
3. Would you consider our staff knowledgeable, willing to help and offer suggestions? Yes No
4. Are we completing and delivering work/job orders when you request them? Yes No
5. Do we return phone calls in a timely manner? Yes No
6. Does the quality of our work meet your expectations? Yes No
7. Do we update you on the progress of your job request? Yes No

Comments: _____

Thank you!

Department

Contact (Optional)

(Please check one) Faculty Staff

Date: _____

Semester: _____