

Minneapolis Institute of Art


# Tour Procedures and Group Management

Art Adventure Guide Training  
December 12, 2018

# Mia



## *Relax...*

- 8 more class sessions
  - gallery tour experience with Art Adventure guides
  - we will review this information in more detail before you start touring
- 

# Your Visit to the Museum

Visit/Tours/  
School Tours/Learn More  
about School Tours/scroll  
down the page

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## “Your Trip to Mia” video in English, Somali, and Spanish

This video walks students and chaperones through the experience of visiting Mia as a group and provides museum rules so that everyone knows the expectations before they arrive.



Ask Mia

# Tour Procedures

Select tour day: Tuesday - Friday

Receive tour assignment by way of MyMia approximately 4 weeks in advance of tour date

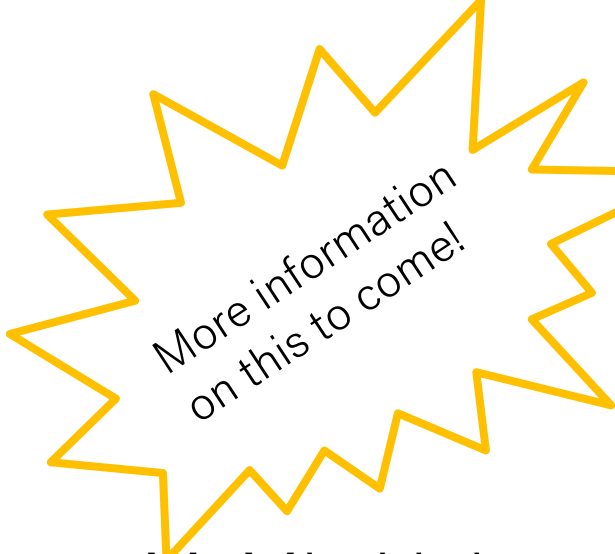
Lead Guide (you will **not** be assigned Lead Guide until after training in fall of 2019)

- Calls the school contact and shares information with other guides
- Assigns tour routes

Lead Guide checks in with Target Atrium Visitor Engagement (VE) staff

Target Atrium VE staff will alert guides of arriving school group

Lead Guide and VE staff will facilitate assigning one guide to a group of 15 students (4 guides, 4 groups of 15 students)



More information on this to come!

MyMia Link

You will have access to this site in February


CE reminder for 10/23 to 10/28 x IPE Volunteers x +

https://ipevolunteers.org

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# IPE Volunteers


Menu



### Calendars

Tour and CE calendars, plus the weekly Visitor Experience front of house report.


[Go!](#)



### Peer Sharing

Articles, videos, websites, and gallery activities shared by your peers!

[Go!](#)



### Help

Watch a brief video introduction to the IPE website or let us know of any problems.

[Go!](#)

To check your personal calendar, please log in to your [MyMia Member](#) website

Recently added to the site:

Panels and labels are posted for *Egypt's Sunken Cities*, under "Exhibitions/Current Exhibitions."

Five pronunciation guides developed by the Accurate Pronunciation Study Group are now available in Peer Sharing/Pronunciation Guides.

## Tour Day Check List

Arrive *at least 20 minutes before the tour start time.*

Wear your nametag and security badge while in the building

Check in with the tour schedulers in the tour office

Walk your route

Meet your fellow guides in the Target Atrium *10 minutes before your school group arrives*



# Group Management

Start in a quiet location

Set the rules and expectations at the start of your tour

- Do walk
- Do stay together
- Do use indoor voices
- Do stay a foot away (arm's length) from the art

Ask the chaperones for their help

When possible ask the students to sit on the floor

Use student's names

Acknowledge good group behavior



Bertha Lum, *Children*



# The Nudity Issue

Seeing nudity in the museum is unavoidable

It can be distraction on your tours

“What spirit is so empty and blind, that it cannot recognize the fact that the foot is more noble than the shoe, and skin more beautiful than the garment with which it is clothed?”

Michelangelo







## Strategies to deal with the topic of nudity on your tours

### Educate them

Teach students why nudity is used in art.

### Use the right terms

If you use the term nude figure instead of naked body, you are using more academic language, and students (and parents) will take that more seriously. Avoid repeating descriptions that include words like naughty and nasty.

### Shut it down

With the first giggle or statement, say “No. We’re not going to do that today.” That’s it.



## Educate (but don't dwell)

(Many people believe) The human form is beautiful, making it an ideal subject for art

The human form is part of a commonality which hold holds the human race together. It is familiar to all people, and therefore often used to express universal truths, ideas or concepts. (Clothes automatically date, and place a figure into a certain time period or culture.)

The human body is expressive – a unclothed figure can be more expressive than a figure in a trench coat.

Art teaching method – artists draw, sketch, paint, sculpt the unclothed human body in order to understand anatomy and become better artists. It demonstrates skill - it takes more skill to draw a hand than it does a mitten.

## Tips to consider when talking about nudity

Be sensitive to the personal and academic needs of students. Consider students:

- Age/stage development
- Culture/religion
- Parents' reactions
- Your comfort level

**Be comfortable with the subject matter**

- Ask yourself whether you are comfortable talking about nudity before talking about it with the students
- Practice talking about it
- Take a “no big deal” attitude. Kids will respond to your attitude.
- Make wise choices when its an option on which objects you choose to present

# Using Props on Tours

# Winter Break – December 26 and January 2

## Return January 9, 2019

1. Tour-day sign-up (1<sup>st</sup> and 2<sup>nd</sup> choice)
2. Individual gallery presentations sign-up round 2
3. Begin tour observation and participation sign-up

## Observation and Reflection 3-Tour Process

January to February 2019

Find an Art Adventure Guide tour to follow on by-weekly (sign-up in class)

Circle guide's name and place your initials by the circled name

Call/email tour guide to request to follow their tour (Roster on IPE website)

Meet with your tour guide the day of tour on an agreed upon time and location (Tour Office)

Complete the reflection form and turn it in





## Tour Reflection\* Observation and Participation Tours

1 - Observation only

2 - Participation by presenting 2 objects

\*Tour reflection forms are for you to reflect on the process and your experience, not to evaluate the guide.

1. Sign up to shadow tours on biweekly tour calendar, circle and initial (highlighted tours only)
2. Write it down!
3. Contact Art Adventure guide

10:10AM - Guided Tour for Burroughs Elementary: Sources of Strength/Art Adventure Tour, Lead: Kate Christianson, Alice Faribault, Julie Hillmyer, Jan Withiam Museum Wide  
*AF*

10:30AM - Guided Tour for Nokomis Montessori - North: Families, Friends and Communities/Art Adventure Tour, Lead: Teresa Luterbach, Judy Ericksen, Laurie Fontaine Junker, Kathleen Strand Museum Wide  
*DJ KZ*

**BI-WEEKLY SCHEDULE**  
**December 10, 2018 - December 23, 2018**

Wednesday, December 12, 2018

10:00AM - 11:00AM	Guided Tour for Falcon Heights Elementary: Egypt's Sunken Cities (Art Adventure), Lead: Bruce Robbins, Jeanmarie Burtness, Brenda Haines, Sheila-Marie Untiedt	Target Gallery
10:00AM - 12:00PM	Guided Tour for Hennepin Elementary: Mid-Continent Oceanographic Institute, Lead: Cathie Wemlinger, Susan Drummond, Joan Gilmore, Ingrid Roberts, Meg Ubel Studios 111, 112	Museum Wide
10:00AM - 11:00AM	Guided Tour for Pine River-Backus High School: Cultural Encounters/Artistic Exchanges, Lead: Vicki Sperry, Rose Stanley-Gilbert	Museum Wide
10:10AM - 11:10AM	Guided Tour for Burroughs Elementary: Sources of Strength/Art Adventure Tour, Lead: Kate Christianson, Alice Faribault, Julie Hillmyer, Jan Withiam <i>AF</i>	Museum Wide
10:30AM - 11:30AM	Guided Tour for Nokomis Montessori - North: Families, Friends and Communities/Art Adventure Tour, Lead: Teresa Luterbach, Judy Ericksen, Laurie Fontaine Junker, Kathleen Strand <i>DJ KZ</i>	Museum Wide
11:00AM - 12:00PM	Guided Tour for Lake Harriet Community School Lower Campus: Egypt's Sunken Cities, Lead: Tamara Meyer, Debbi Hegstrom	Target Gallery
11:00AM - 12:00PM	Guided Tour for Lake Harriet Community School Lower Campus: Egypt's Sunken Cities, Lead: Kit Wilson, Shelly McGinnis	Target Gallery
11:00AM - 12:00PM	Guided Tour for Falcon Heights Elementary: Egypt's Sunken Cities (Art Adventure), Lynn Dunlap, Lucy Hicks	Target Gallery
11:00AM - 12:00PM	Guided Tour for Homeschool Group: Egypt's Sunken Cities, Lead: Susan Rouse	Target Gallery
11:00AM - 12:00PM	Self-Guided Tour for Pine River-Backus High School: Egypt's Sunken Cities	Target Gallery
11:15AM - 12:15PM	Guided Tour for Hanover Elementary School: STEAM, Lead: Mary Ann Wark, Jane Mackenzie Lunchroom space reserved for this group from 10:30-11	Museum Wide
11:30AM - 12:30PM	Guided Tour for Lake Harriet Community School Lower Campus: Egypt's Sunken Cities, Lead: Brenda Haines, Bruce Robbins	Target Gallery

**December 19,  
10 AM**

**Midwest Art  
Conservation  
Center**

