

UNITED STATES DISTRICT COURT
EASTERN DISTRICT OF MISSOURI
THOMAS F. EAGLETON COURTHOUSE
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Alternative Dispute Resolution Participant Survey Instruction Guide

The United States District Court for the Eastern District of Missouri has developed a survey for participants to complete at the conclusion of an alternative dispute resolution (ADR) process such as mediation. The survey provides participants in ADR the opportunity to let the court know what they thought of their experience in ADR and to offer suggestions for improvements.

The Court would like to encourage each participant in a case referred to mediation to complete the survey. A participant is defined as a plaintiff, defendant, insurance representative, in-house counsel or corporate representative. Each participant is encouraged to complete and submit a survey. Limit one survey per participant. The survey is brief and should not take more than ten minutes to complete.

The completed surveys are only accessible to the court's ADR staff. The responses of ADR participants will be used, in combination with the responses of others, to generate information concerning the effectiveness of the ADR program. All information provided in the survey will remain strictly confidential.

Listed below are instructions on how to access and complete the **ADR Participant Survey**:

1. Visit the Eastern District of Missouri's website at <http://www.moed.uscourts.gov/>
2. Find "Quick Links" on the left-hand side of the website
3. Once at "Quick Links", locate **ADR Participant Survey**
4. Click on **ADR Participant Survey** to access the survey and the survey instruction guide
5. After clicking on **ADR Participant Survey**, you will be taken to a page with the two following links: (1) **ADR Participant Survey Link**; and (2) **Survey Instruction Guide**.
6. When you click on the **ADR Participant Survey Link**, you will be greeted by the first page of the survey. Please read through this page which includes information on the purpose of the survey, confidentiality, and instructions to complete the survey.
7. After you are finished reading this page, please click on "Next" at the bottom of the page to begin taking the survey. When you have completed the survey, please select "Done" at the bottom of the last page and that will submit your survey. Until you have selected "Done", you have the ability to go back and review your answers. Please only select "Done" when you are finished taking the survey.

Thank you for your cooperation.