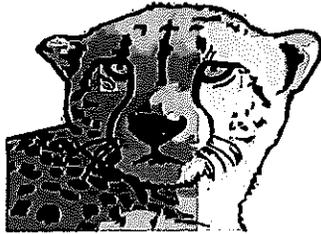


# WEST SIDE ACADEMY

4701 MCKINLEY

DETROIT, MICHIGAN 48208

(313) 456-8000 / 456-8001 (FAX)



## FACSIMILE TRANSMITTAL SHEET

TO:	NOAH KINCADE	FROM:	MARLYNE MICKENS
COMPANY:	DOCUMENTERS	DATE:	11/2/2022
FAX NUMBER:		TOTAL NO. OF PAGES INCLUDING COVER:	4
PHONE NUMBER:		SENDER'S REFERENCE NUMBER:	NOAH@OUTLIER.MED.N.019
RE:		YOUR REFERENCE NUMBER:	492.1023

### COMMENTS:

HELLO'S MY "CHECKLIST"

MAKINE MICKENS  
SUNDAY - 10/30/22

### Assignment Checklist (100 pts minimum from at least three categories)

#### ► Travel Actions (5 pts each)

- Transfer to another bus (ride a different route)
  - Route #9 - JEFFERSON
  - Route #27 - JOY ROAD
  - Route \_\_\_\_\_
- Pull the bell to get off at a stop
  - Route \_\_\_\_\_ Stop \_\_\_\_\_ Time \_\_\_\_\_
- Assist another transit rider (groceries, stroller, directions, give up a seat, etc.)
  - Route \_\_\_\_\_ Action \_\_\_\_\_
  - Route \_\_\_\_\_ Action \_\_\_\_\_

#### ► Document Bus Conditions (5 pts each)

Getting to station:

- Did crossing the street feel safe? YES
- Sidewalks in good condition? OK - SOME WERE NOT - CRACKS IN WALK-WAY

Waiting for the bus:

Route 27 Time 11:15 AM

- Is the bus stop sign visible? YES
- Is there a shelter at the stop? NO
- Is there seating at the stop? NO
- Is the stop well lit? NO
- Do you feel safe at stop? YES/DAY - NO @ NIGHT
- Is there a trash can nearby? SOME
  - Is it full? YES
  - Is there litter on the ground? YES
- Is there a public restroom available nearby? NO - ONLY IN THE ROSA PARKS TRANSIT CENTER

On the bus:

Route 9 Time 1:35 PM

- Did the bus come? YES
- How long did you wait for the bus? 20 MINUTES
- About how many people are riding on your bus? 29
- Crowded? Standing room only? NO
- Is your bus clean? NO
- Does your bus smell bad? NO

MILKENS  
10/30/22

### Interview Instructions

Talking with people will help build a greater understanding of how they use public transportation in Detroit. It will also give Documenters an idea of what DDOT and SMART is doing right and which areas could use improvement.

Transit involves waiting at stops and on the bus, creating great opportunities to connect with other riders. When interviewing people on assignment:

1. Identity yourself as a Detroit Documenter.
2. Say you are documenting conditions on the buses and talking to riders.
3. Ask if you can interview them — it should take just a few minutes.
4. Ask if you can record the interview. If not, you can take notes on an included Interview Sheet.
5. Start asking your questions and listen closely. Ask follow-up questions to clarify or dig deeper.
6. Ask if they are comfortable sharing their name.
7. Ask for contact information if they would like to be sent the project after it's completed.
8. Say thank you!

### Questions:

- Where are you going?
- How often do you ride the bus?
- Do you use the DDOT Bus Tracker app?
- Why do you ride the bus?
- Do you have alternative transportation?
- Has a bus ever failed to come at all?
  - If so, how did that affect you?
- How often is the bus late?
  - If ever, how does that affect you?
- What's good about riding the bus?
- What would make the experience better for you?
- What do you wish more people knew about taking the bus?
- What would you change about transit in Detroit?

### Media Partner Questions (+5 points):

- Outlier: How would you prefer to get to where you need to go? Why?
- MI Radio: How long is your average bus commute to work?
- Chalkbeat: Interview a student! (turns the 15-point interview into a 20-point interview)
- ✓ WDET: FOR DOCUMENTERS - What did you learn about yourself on the bus?  
(Answer this one in your written notes)

I would ONLY RIDE THE BUS IF I HAD NO ALTERNATIVE!