WWGS Online Self-Assessment Tool (SAT) Guide

Why use the SAT?
It is important for you and for WWGS that your Global Citizenship Education (GCE) work is monitored and evaluated to see the impact of the work that is being done.

The Self-Assessment Tool (SAT) is used to **measure impact**. GCE comprises of 4 key components – Knowledge, Skills, Attitudes and Values, and Action. The SAT offers participants the opportunity to consider what, if anything, has changed for them in these key areas before starting the GCE project and now after, as a result of participating in it.

There is space for them to share their key learning and offer suggestions for improvement.

How am I required to use the SAT?
Each grantee is required to use the SAT with <u>any participating teachers</u> and <u>30% of students</u> involved in the WWGS funded GCE project within a school year. Therefore, we are requiring any teachers involved in the project to fill it out and a 30% **sample** of any students involved. E.g. if you are working with 3 classes, you may choose to do the SAT with one class.

When should I use it?
Teachers/Students/Participants can complete the SAT <u>at the end</u> of the GCE programme of work. We recommend that you use the SAT as a reflection activity and discuss the findings with students/teachers/participants. For 2021/2022 we require it to be completed by **May 13th 2022.**

How long will it take?
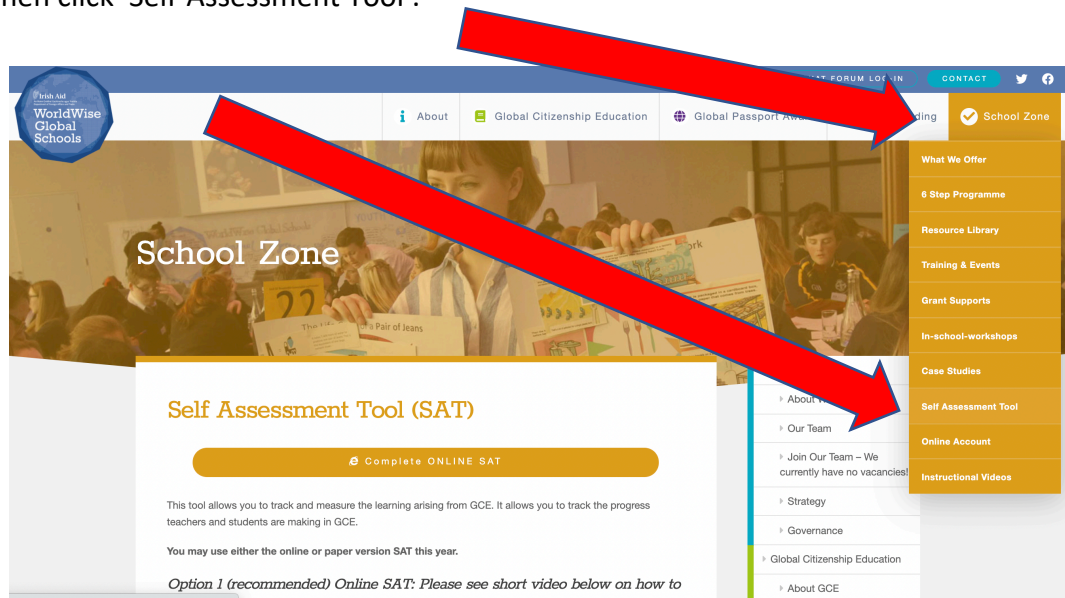It will only take you approximately 10 minutes to complete the SAT online.

Option 1: SCHOOLS (teachers/students) → Please complete your SAT after completing your activities/at the end of the academic year (this will apply to <u>all schools</u> as most school GCE programmes run for the full year)

Option 2: NGO/Networks→ can also ask schools (teachers/students) participating in their WWGS funded programmes to complete the online SAT. We have set this up for all NGO/Network grantees. However, if you wish to **tailor** the SAT indicators/statements, you can use the offline word version/paper version of the SAT (also available on our website in the SAT area) or indeed adapt the SAT by using a google-form or another tool with participants. Please link in with WWGS on this if you have any questions.
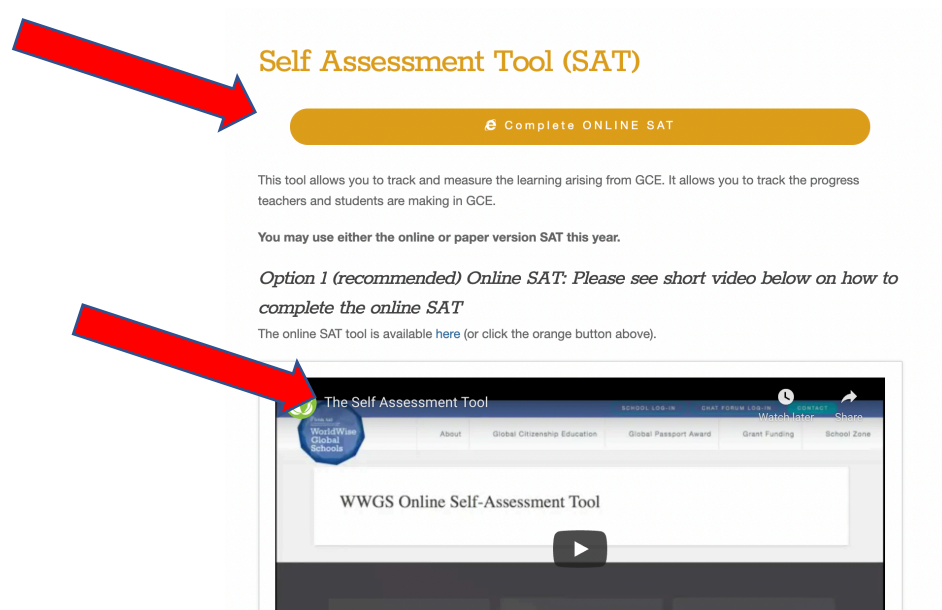

Please see step by step instructions below

Step by Step Instructions on completing the SAT

1. On your phone/tablet/computer visit the WWGS website – worldwiseschools.ie. It is recommended that Mozilla Firefox or Google Chrome be used to access the website and online SAT. Both of these browsers are free to download and work on most devices.

2. Click on the *School Zone tab* the top right corner of the home page (see below)and then click 'Self-Assessment Tool'.

3. Once you are on the 'Self-Assessment Tool Page, click on the button **Complete Online SAT** (see below). We have also included an **instructional video** on the web page to talk you through how to complete the SAT.

4. The first page of the Online SAT asks for some general information about yourself and your school.

WWGS Online Self-Assessment Tool

Please note that your information is saved on our server as you enter it.

Step 1 of 5

20%

Are you a:

- ✓ -
- Student
- Teacher
- NGO/Network Staff Member
- Other

-

Username*

Please select a username. Do not use your full name. A combination of letters and numbers can be used.

Next   Save and Continue Later

A. Indicate if you are a **student or a teacher**

B. For the *Why are you completing this SAT?* question, the teacher should instruct students to state *For my school's WWGS activities* if they are taking part in an activity whose cost is being covered by their WWGS grant. This includes workshops that may be held with external facilitators/NGOs etc.

When this option is selected you will be prompted to choose the **current academic year,** as well as the **county and name of your school**.

This will allow the form to find your school's application reference number (you will be presented with one option which you should choose) so that your SATs can be attached to your application.

If you are completing an activity with an NGO which is part of **their** WWGS-funded activities you should select *Workshop with an NGO/Network* which will present a similar set of options.

C. Your *Username* should be a combination of numbers and letters, and should **not** be your actual name.

D. Click *Next* to continue to the rest of the form.

5. The next page outlines **instructions for completing the SAT.** It measures changes in four areas – knowledge, skills, values & attitudes, and action. In each area, there are five statements (or indicators) for which you rank your level of agreement, with 0 indicating you completely disagree with the statement and 5 indicating you completely agree with the statement.

WWGS Online Self-Assessment Tool

Please note that your information is saved on our server as you enter it.

Step 2 of 5

`40%`

Instructions on How to Use the SAT

This SAT is part of your end of year reporting requirement for WWGS. However, in itself this is a very valuable tool to examine how much you have grown on your GCE journey. It should be filled out after (at the very end) you have completed a global justice project/classes/module/activity within your school. It aims to find out if there has been a change in your knowledge, skills, attitudes, and actions as a result of taking part.

Step 1. At the end of the project/class/module:
Read all of the statements carefully. You will see each statement has a 'Before' and 'After' section. For 'Before', think about your starting point! How would you score yourself on each of the statements at the start of your project/classes/module. Score each of the statements on a scale between 0-5 depending on how much you agree with it (where 0 means you completely disagree and 5 means you completely agree). For 'After', think about where you are now. How would you score yourself in each of these areas at the end of your project/classes/module?

Step 2. Fill out each of the sections on the form and click 'next' to get to each page of the form:
When you have reached the end of the form, you will be asked 4 questions about your experience of GCE. At the end, click the *Save* button.

We at WWGS now have all of your submitted forms. Thanks for filling out this SAT, your responses ensure that the WorldWise Global Schools programme can reach its full potential and helps to demonstrate the progress schools are making as a result of engaging in GCE!

Previous   **Next**   Save and Continue Later

6. Over the following sections you mark your level of agreement (0-5) with each of the statements. Remember, 0 indicating you completely disagree with the statement and 5 indicating you completely agree with the statement.

Read each statement carefully.

Before= how would you agree with this statement **before you started** to explore Global Citizenship Education

After= how would you agree with this statement **after you explored** Global Citizenship Education (i.e. how would you agree *now*)

Knowledge (0=total disagreement and 5= I completely agree)

BEFORE: I am aware that we live in a fast-changing, unequal world. *

0	1	2	3	4	5
○	○	○	○	○	○

AFTER: *

0	1	2	3	4	5
○	○	○	○	○	○

7. When you reach the bottom of the page, you should click on *Save and Continue*
8. When click on *Save and Continue* you will be brought to a page which shows you a series of questions.
9. The questions will vary depending on whether you are a teacher or student. When you have completed this page, **click Submit** to finish your SAT.

Qualitative Questions

What did you learn most from leading the Global Citizenship Education project/activity/class in your school?*

0 of 2500 max characters

Click and drag on the bottom right corner of the text box to make it larger. You may enter up to 500 words.

What did you find most challenging about running a GCE/DE project in your school?*

0 of 2500 max characters

Click and drag on the bottom right corner of the text box to make it larger. You may enter up to 500 words.

What do you see as the biggest impact of your project in your school?*

0 of 2500 max characters

Click and drag on the bottom right corner of the text box to make it larger. You may enter up to 500 words.

What specific GCE training or support would you like to have from WWGS?*

0 of 2500 max characters

Click and drag on the bottom right corner of the text box to make it larger. You may enter up to 500 words.

Please click Submit below!

Comments

This field is for validation purposes and should be left unchanged.

==Thank you for completing the form, we have now received your SAT.==

Very soon you (Teachers/NGO/Networks) will be able to see all of your results on your online WWGS account. We are currently working on this and will let you know when these results will be visible to you too! But don't worry, we at WWGS have all of the results once you click submit ☺

If you have any questions on the SAT, please get in touch! Your assigned Education/Support Officer is available to support you with the SAT