



SELCERT

Skills Development and Certification
for Trainers of Synchronous
Electronic Learning



UNIT 4.1

UNIT TITLE

Developing Mechanisms of Assessment and
Measuring the Efficiency & Effectiveness of the
Results of the Evaluation

UNIT OVERVIEW

Summary: This unit introduces the different types of training evaluation. Also, it considers the analysis of data from the evaluation. It measures whether learners found the training engaging, favourable, and relevant to their jobs as well as whether they were impacted by learning and if they are applying what they learnt considering the SEL modality.

This Unit focuses on:

1. The different types of evaluation.
2. The analysis of data from the evaluation.

Slides of Unit: 45

Duration: 2h

All the Topics consist of Sub-topics.

Learning outcomes

IN TERMS OF KNOWLEDGE:

1. Identify and define synchronous online approaches (reaction and learning), dimensions, tools and evaluation techniques.

Learning outcomes

IN TERMS OF COMPETENCIES:

1. Sensitize on the importance of implementing evaluation in SEL, as a tool for improvement as trainers.

Learning outcomes

IN TERMS OF SKILLS:

1. Develop evaluation tools and appropriate analysis tools in electronic form (reaction and learning).

UNIT TOPICS



1. Training Evaluation: From Traditional to Synchronous

2. Synchronous Interactive Evaluation: Exploring the Tools

3. Evaluation Analysis and Reporting within the SEL Context

TRAINING EVALUATION: FROM TRADITIONAL TO SYNCRHONOUS



THE IMPORTANCE OF EVALUATION

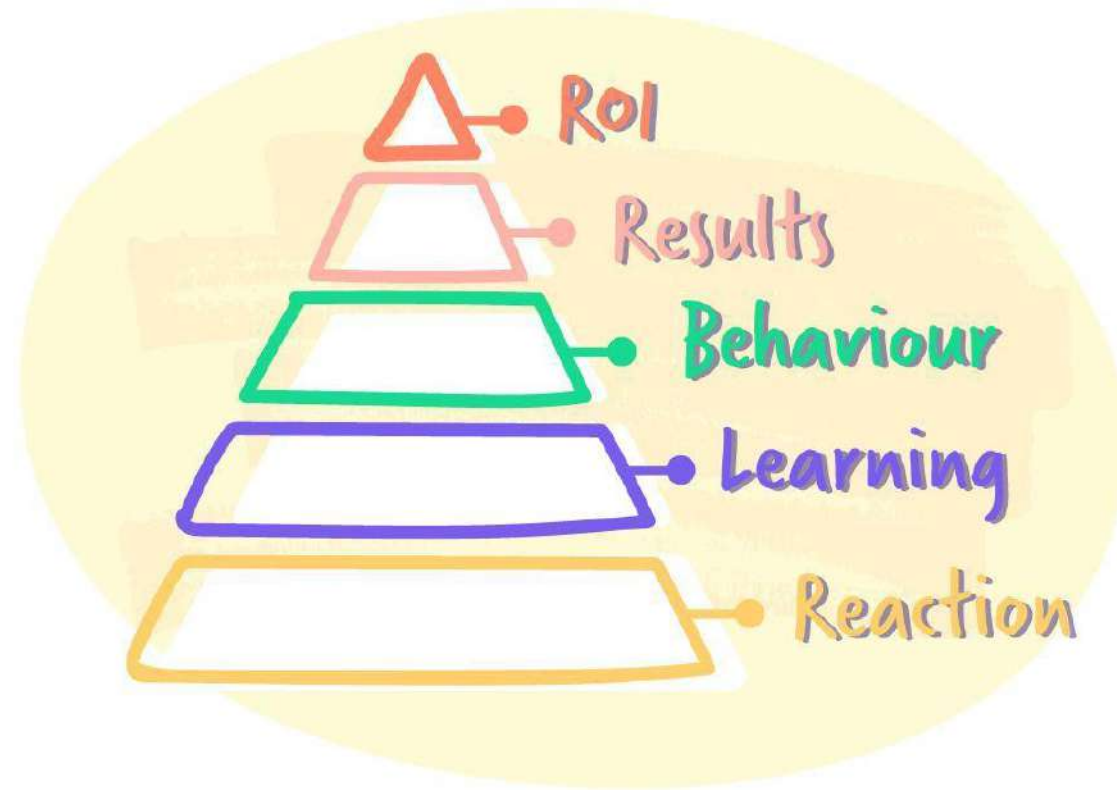
Why do we assess?

To improve the training material.

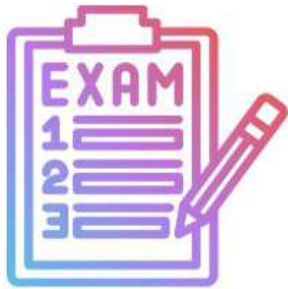
To be improved as trainers.

For accountability purposes.

KIRKPATRICK-PHILIPS MODEL: THE FIVE LEVELS OF EVALUATION



TYPES OF ASSESSMENT



Summative Assessment: Summative assessments almost always take place at the end of a course. They're often cumulative and they're used to evaluate a student's long-term information retention. **Examples:** Final exams, reports, essays.



Formative Assessment: Formative assessments are evaluations of someone's learning progress during a course for its improvement. Formative assessments work great when they're used on a regular basis. **Examples:** Quizzes, presentations, games, group activities.

TYPES OF ASSESSMENT



Reaction Assessment: Reaction measures whether learners find the training engaging, favourable, and relevant to their jobs. It is most commonly implemented through an after-training survey that asks students to rate their experience.



Learning Assessment: Learning measures the effectiveness of educational programs, courses, or training initiatives. It is most commonly implemented through a final exam that asks students to show what they have learned.

TYPES OF ASSESSMENT



External Assessment: The evaluation carried out by someone who is not directly involved in the development or operation of a project/training.

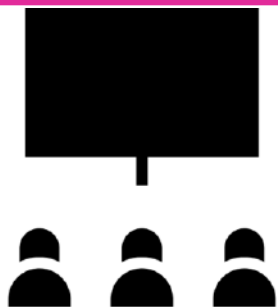


Internal Assessment: The evaluation carried out by someone from within the actual project /training team.

TYPES OF ASSESSMENT



Participatory Assessment: Participation of program contributors in the evaluation.

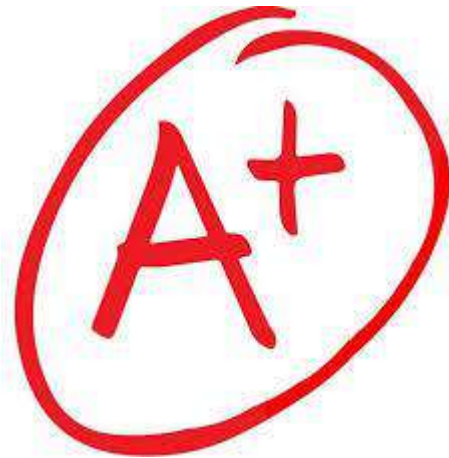


Non-Participatory Assessment: No participation of the program contributors in the evaluation.

ASSESSMENT TOOLS AND TECHNIQUES

Tools:

- Questionnaires
- Diagnostic E



Techniques:
















- Distribution of Questionnaires
- Interview
- Oral Examination
- Written Examination
- Behavioural Observation
- Video Recording of Presentations
- Written Assignments
- Delphi Method

EVALUATION DIMENSIONS (REACTION)

- Management of the Training (e.g. the training programme was clear, the training programme's duration was appropriate)
- Quality of the Training (e.g. the trainer/moderator managed to maintain the interest of the group)
- Structure, Content, and Delivery of the Training (e.g. the structure of the training was satisfactory, the content of the training was appropriate for the target group)
- Materials, Resources, and Equipment used for the Training (e.g. the information provided before the training was sufficient, relevant material of high quality was used for the training)
- General Feedback (e.g. the experience with the training was aligned with the expectations for the training)
- Recommendations for Improvement of the Training (Organisation and Content)
- Other



SYNCHRONOUS INTERACTIVE EVALUATION: EXPLORING THE TOOLS

 Match up Drag and drop each keyword next to its definition.	 Quiz A series of multiple choice questions. Tap the correct answer to proceed.	 Random wheel Spin the wheel to see which item comes up next.
 Random cards Deal out cards at random from a shuffled deck.	 Group sort Drag and drop each item into its correct group.	 Missing word A cloze activity where you drag and drop words into blank spaces within a text.
 Matching pairs Tap a pair of tiles at a time to reveal if they are a match.	 Find the match Tap the matching answer to eliminate it. Repeat until all answers are gone.	 Word sequence Drag and drop words to rearrange each sentence into its correct order.
 Anagram Drag the letters into their correct positions to unscramble the word or phrase.	 Open the box Tap each box in turn to open them up and reveal the item inside.	 Labelled diagram Drag and drop the pins to their correct place on the image.
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Feedback Evaluation Form

Please rate the following statements.

Διεύθυνση ηλεκτρονικού ταχυδρομείου *

Εγκυρη διεύθυνση ηλεκτρονικού ταχυδρομείου

Αυτή η φόρμα συλλέγει αυτόματα διευθύνσεις ηλεκτρονικού ταχυδρομείου. Αλλαγή ρυθμίσεων

Did you like and enjoy the training?





Πολλαπλές επιλογές

5
4
3
2
1

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FROM TRADITIONAL TO SYNCHRONOUS EVALUATION: INTRODUCTION



WHY ARE ONLINE EVALUATION TOOLS CRUCIAL FOR TODAY'S TRAINERS?

1. Enhance Evaluation Accuracy

- They minimize human error by automating the grading process.
- They support diverse question formats (e.g., multiple-choice questions, short-answer questions, and essay questions)
- They are unbiased and consistent, eliminating personal biases.
- They support both formative and summative assessments.

2. Boost Efficiency and Speed

- They allow for instant feedback, beneficial for both the trainer and the trainees.
- They enable quick analysis of data, which can be crucial in adjusting training programmes.

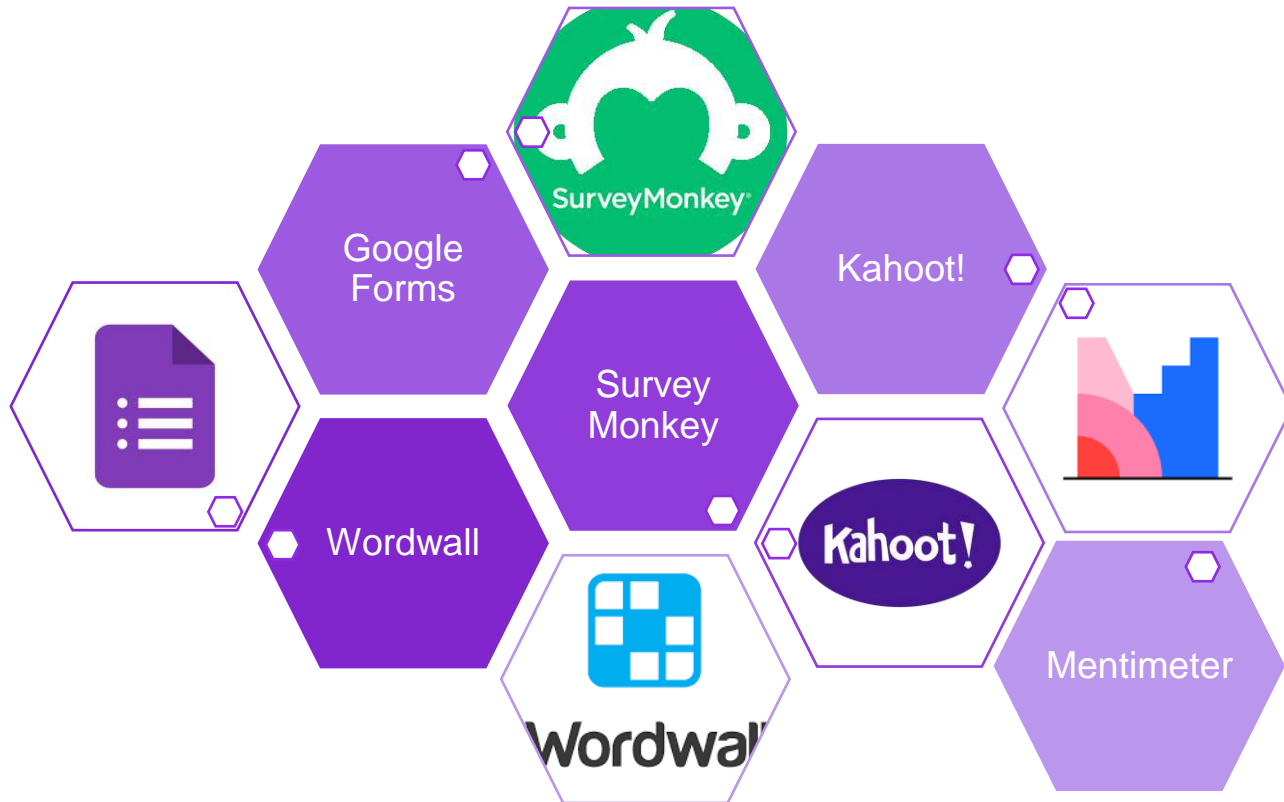
3. Enable Data-Driven Decision-Making

- Through the analysis of the data collected, they help make informed decisions regarding the curriculum, training methods, and assessment strategies.
- They aid in the continuous improvement of training programmes through identification of patterns and trends.

4. Allow for Customization

- They allow for customization to cater to the specific needs and objectives of different training programmes.
- They are tailored to providing different types of evaluations (e.g., quizzes, surveys, or performance tracking, crucial for a holistic understanding of the trainees' progress).

EXPLORING THE EVALUATION TOOLS



Google Forms: Creates straightforward surveys and questionnaires; versatile and user-friendly.

SurveyMonkey: Creates surveys and provides data analysis capabilities.

Wordwall: Creates tests, quizzes and other fun, interactive activities.

Kahoot!: Engages users through game-based learning and quizzes.

Mentimeter: Supports real-time polling and creates quizzes.



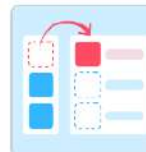
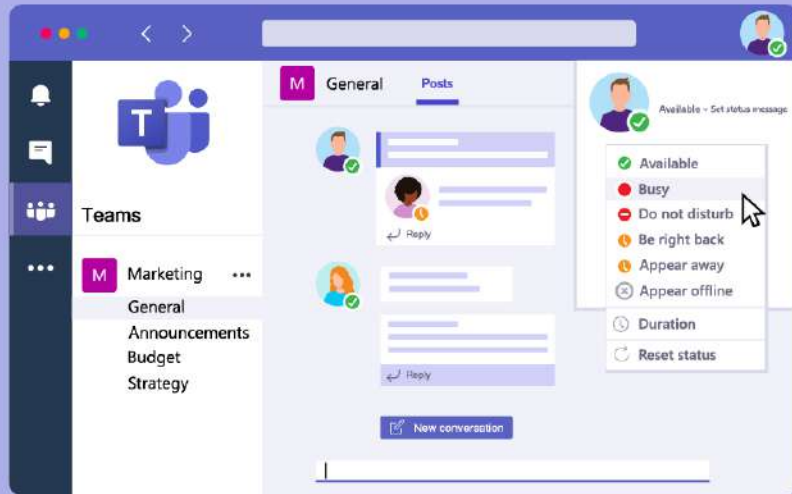
- Miro:** Enables collaborative brainstorming with interactive whiteboards.

- Microsoft Forms:** Simplifies the process of creating surveys, quizzes, and polls.

- Flippity:** Transforms Google Sheets into various educational tools, like games and quizzes.

- EdApp:** Offers a platform for mobile-based microlearning experiences.

TOOLS TO EVALUATE LEARNING



Match up

Drag and drop each keyword next to its definition.



Quiz

A series of multiple choice questions. Tap the correct answer to proceed.



Random wheel

Spin the wheel to see which item comes up next.



Random cards

Deal out cards at random from a shuffled deck.



Group sort

Drag and drop each item into its correct group.



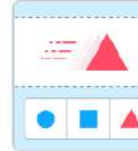
Missing word

A cloze activity where you drag and drop words into blank spaces within a text.



Matching pairs

Tap a pair of tiles at a time to reveal if they are a match.



Find the match

Tap the matching answer to eliminate it. Repeat until all answers are gone.



Word sequence

Drag and drop words to rearrange each sentence into its correct order.



Anagram

Drag the letters into their correct positions to unscramble the word or phrase.



Open the box

Tap each box in turn to open them up and reveal the item inside.



Labelled diagram

Drag and drop the pins to their correct place on the image.

THE RUBRIC

1. Create a Rubric
2. Share the Rubric
3. Grade
4. Provide Feedback
5. Review and Adjust

CATEGORY	4 Exemplary	3 Proficient	2 Needs improvement	1 Unsatisfactory
Information	All information presented in the debate was clear, accurate	Most information presented in the debate was	Most information presented in the debate was	Information had several inaccuracies OR was usually not
Rebuttal	All counter-arguments were accurate, relevant and	Most counter-arguments were accurate, relevant, and	Most counter-arguments were accurate and relevant, but	Counter-arguments were not accurate and/or relevant
Use of Facts/Statistics	Every major point was well supported with several relevant	Every major point was adequately supported with	Every major point was supported with facts, statistics	Every point was not supported.
Presentation Style	Consistently used gestures, eye contact, tone of voice	Usually used gestures, eye contact, tone of voice and a level	Sometimes used gestures, eye contact, tone of voice and a level	Had a presentation style that did not keep the
Understanding of Topic	Clearly understood the topic in-depth and presented	Clearly understood the topic in-depth and presented	Seemed to understand the main points of the topic and	Did not show an adequate understanding of the topic.

WHY DO WE USE THE RUBRIC IN ONLINE ASSESSMENT?

1. To Clarify Expectations
2. For Objective Assessment
3. For Descriptive Feedback
4. For Consistency across Evaluations
5. To Facilitate Communication
6. To Promote Self-Regulated Learning
7. For Time Efficiency
8. For Adaptation and Customization

TOOLS TO EVALUATE LEARNING

Group Exercise:

Enter <http://rubistar.4teachers.org/index.php>. You will be guided in how to create your own Rubric for an assessment of your choice (oral examination or written assignment).

You have 15 - 20 minutes in total.



DISCUSSION

Reflection

1. Initial Reactions

- Did you enjoy and find value in the exercise?
- Was the tool easy to use and time-efficient?

2. Traditional vs SEL Tools

- Do you think the tool will be effective in your case?
- Can you name any other tools similar to Google Forms?

3. Feedback Gathering

- Did you face any challenges using the tool?



TOOLS TO EVALUATE REACTION

Client Service Rating

Please let us know how we did. Your response is 100% confidential, but you have the option to reveal your identity if you so choose.

1. Rate your complete experience with us overall *

☆☆☆☆

2. Please rate our various work engagements: *

	Fabulous	Average	Awful
Quality of work	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Promptness of responding to queries	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Friendliness	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Technical expertise	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Styles

1. Preview Theme Collect responses

2. See more styles

3. View all

Φόρμα χωρίς τίτλο

Ερωτήσεις Απαντήσεις Πυλίσκοι

I found the Video presentation Informative and Helpful

1 2 3 4 5

Not helpful at all Very helpful

The Trainer communicated the lesson

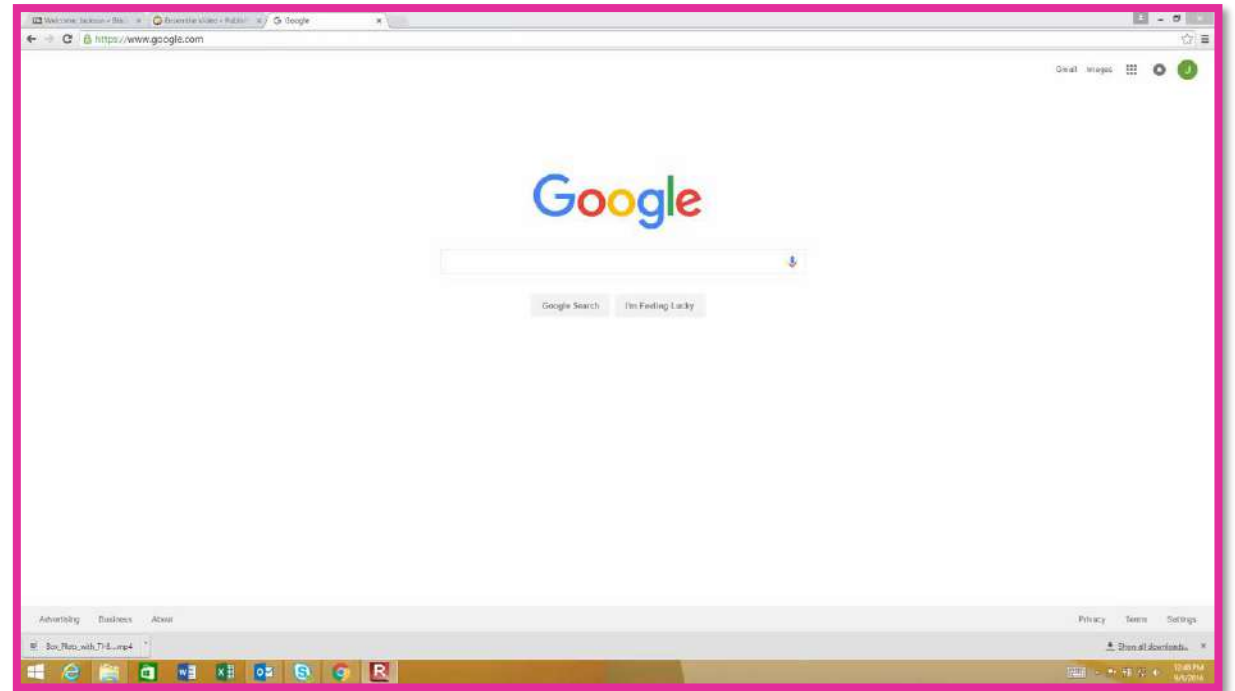
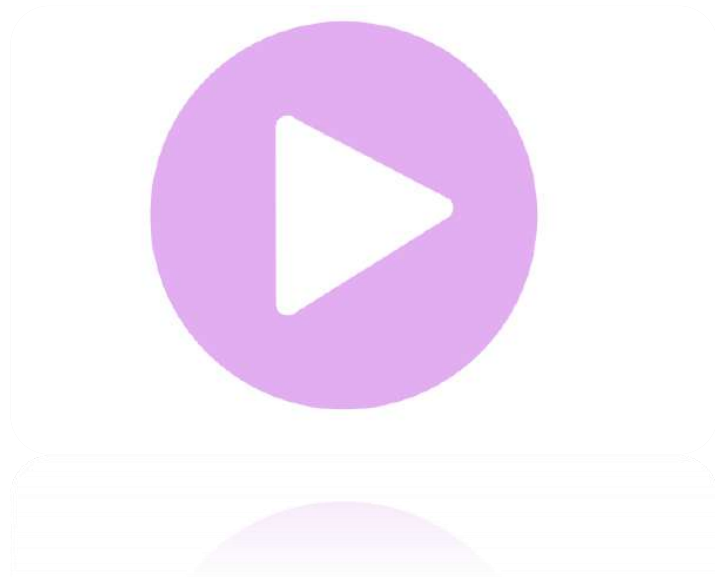
1 2 3 4 5

Really bad Extremely well

Here you write another question etc]

Κείμενο εναλλακτικής απάντησης

TOOLS TO EVALUATE REACTION

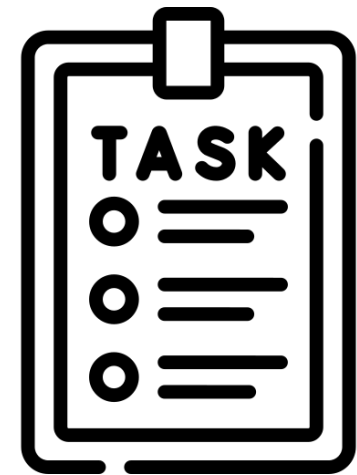


TOOLS TO EVALUATE REACTION

Group Exercise:

Enter *Google Forms* and create an Evaluation Questionnaire. The questionnaire should contain one image, two sections, two multiple-choice questions and two open-ended questions (the evaluation topic is up to you).

You have 15 - 20 minutes in total.



DISCUSSION

Reflection

1. Initial Reactions

- Did you enjoy and find value in the exercise?
- Was the tool easy to use and time-efficient?

2. Traditional vs SEL Tools

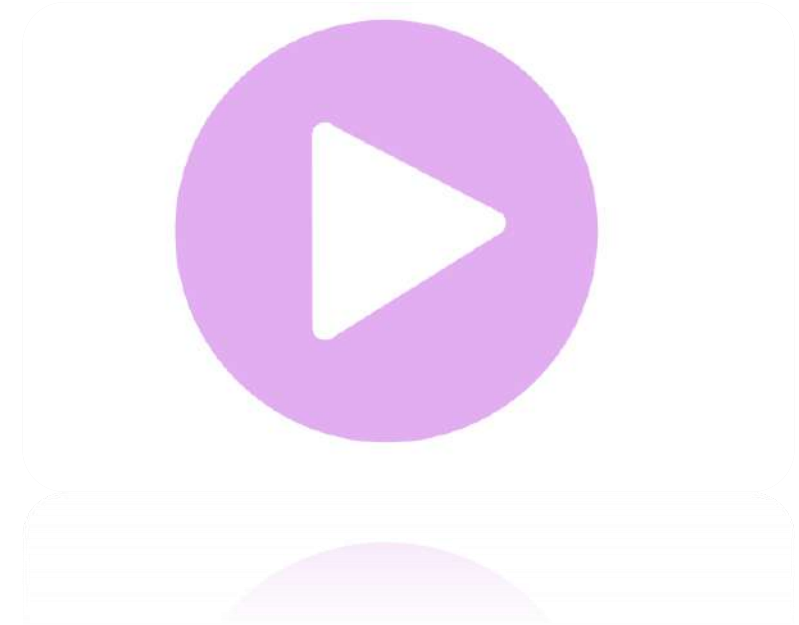
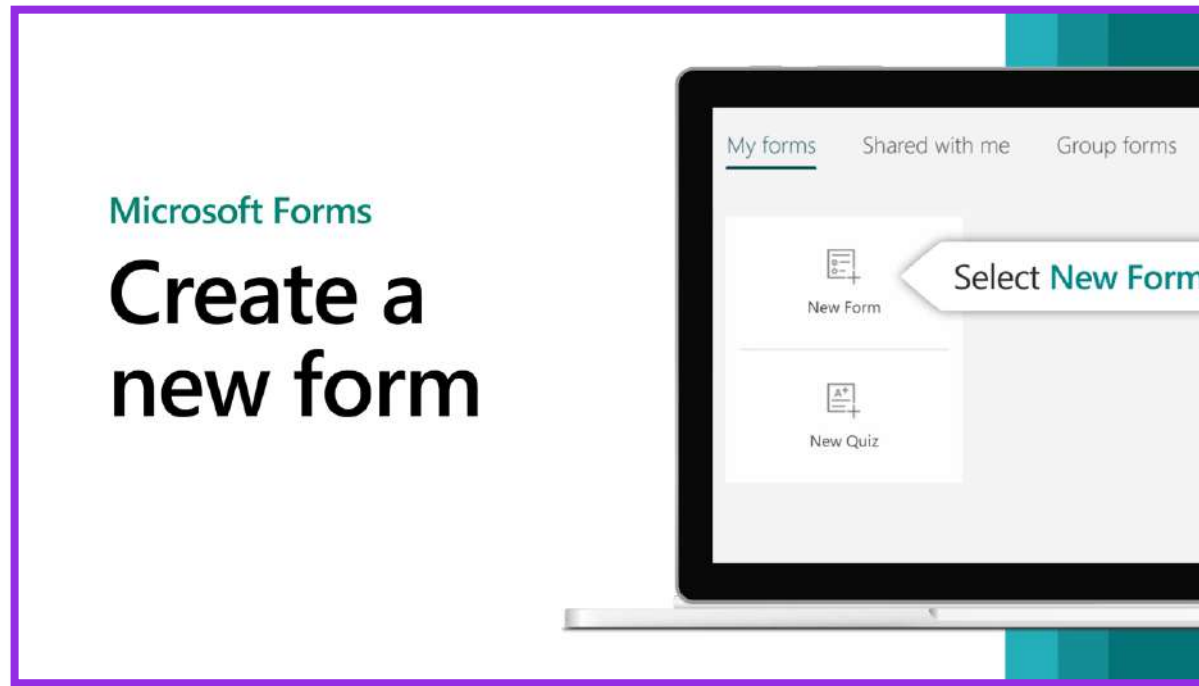
- Do you think the tool will be effective in your case?
- Can you name any other tools similar to Google Forms?

3. Feedback Gathering

- Did you face any challenges using the tool?



VIDEO



KEY CHALLENGES AND CONSIDERATIONS IN ONLINE EVALUATIONS

1. KEY POINTS TO HAVE IN MIND: CATERING TO THE DIGITAL NATIVES - GEN Z

Advanced
Technologica
l Era

Visual
Learning
Preferences

Fast-
Paced Gen Z

Fostering of
Social
Presence

Welcoming
Environment

2. KEY POINTS TO HAVE IN MIND: INCLUSION

Universal Design Principles

- Web Content Accessibility Guidelines (WCAG)
- Diverse Learning Styles

Culturally Responsive Evaluations

- Bias-Free Language
- Culturally Relevant Content

Diverse Participation Methods

- Multiple Communication Channels

**YOUR CONTENT SHOULD
BE PERCEIVABLE, APPLICABLE,
UNDERSTANDABLE, AND ROBUST.**

UNIVERSAL DESIGN PRINCIPLES (WCAG)

WEB CONTENT ACCESSIBILITY GUIDELINES



Provide text alternatives for non-textual elements like videos and diagrams to ensure accessibility.



Utilize contrast ratios to enhance the clarity of your content and avoid using color as the sole method to convey information.



Implement clear and descriptive headings, along with multiple navigation methods to simplify navigation. Ensure keyboard control for learners to interact with the program effectively.



Refrain from imposing time constraints on screens or content, allowing learners of varying paces sufficient time.



When applicable, include a glossary for uncommon terms and abbreviations to aid learner comprehension during evaluation.



When possible, please ensure that your evaluation materials, are fully accessible and compatible with assistive technologies, including screen readers and voice recognition software, to accommodate all users

3. KEY POINTS TO HAVE IN MIND: ETHICAL CONSIDERATIONS AND CHEATING

Utilize Secure Assessment Tools: Utilize assessment designs that minimize opportunities for cheating, such as open-book exams, timed exams, and randomized question banks.

Promote Academic Integrity: Establish a culture of integrity by clarifying expectations around academic honesty; the reason for evaluation is learning not grade seeking.

Enhance Honesty: Anonymity can be extremely valuable, as it may reduce interpersonal biases and promote honesty.

Reduce Bias: Online Evaluation tools are unbiased and consistent; they eliminate personal biases that could affect grades.

EVALUATION ANALYSIS AND REPORTING WITHIN THE SEL CONTEXT

- Create your online evaluation depending on the information you want to collect (Reaction/Learning).
- Collect and process the information using an analysis tool.
- Report and present your findings.



MANUAL EVALUATION DATA ANALYSIS TOOLS



Microsoft Excel

- The world's best-known spreadsheet software. What's more, it features calculations and graphing functions that are ideal for data analysis. Whatever your specialism and no matter what other software you might need, Excel is a staple in the field. Its invaluable built-in features include pivot tables (for sorting or totalling data) and form creation tools. It also has a variety of other functions that streamline data manipulation.
- It has limitations though. For instance, it runs very slowly with big datasets and tends to approximate large numbers, leading to inaccuracies. Nevertheless, it's an important and powerful data analysis tool, and with many plug-ins available.



Google Data Studio

- Google Data Studio is a free dashboarding and data visualization tool that automatically integrates with most other Google applications, such as Google Analytics, Google Ads, and Google BigQuery. Thanks to its integration with other Google services, Data Studio is great for those who need to analyze their Google data.

AUTOMATED EVALUATION DATA ANALYSIS TOOLS



Googe Forms

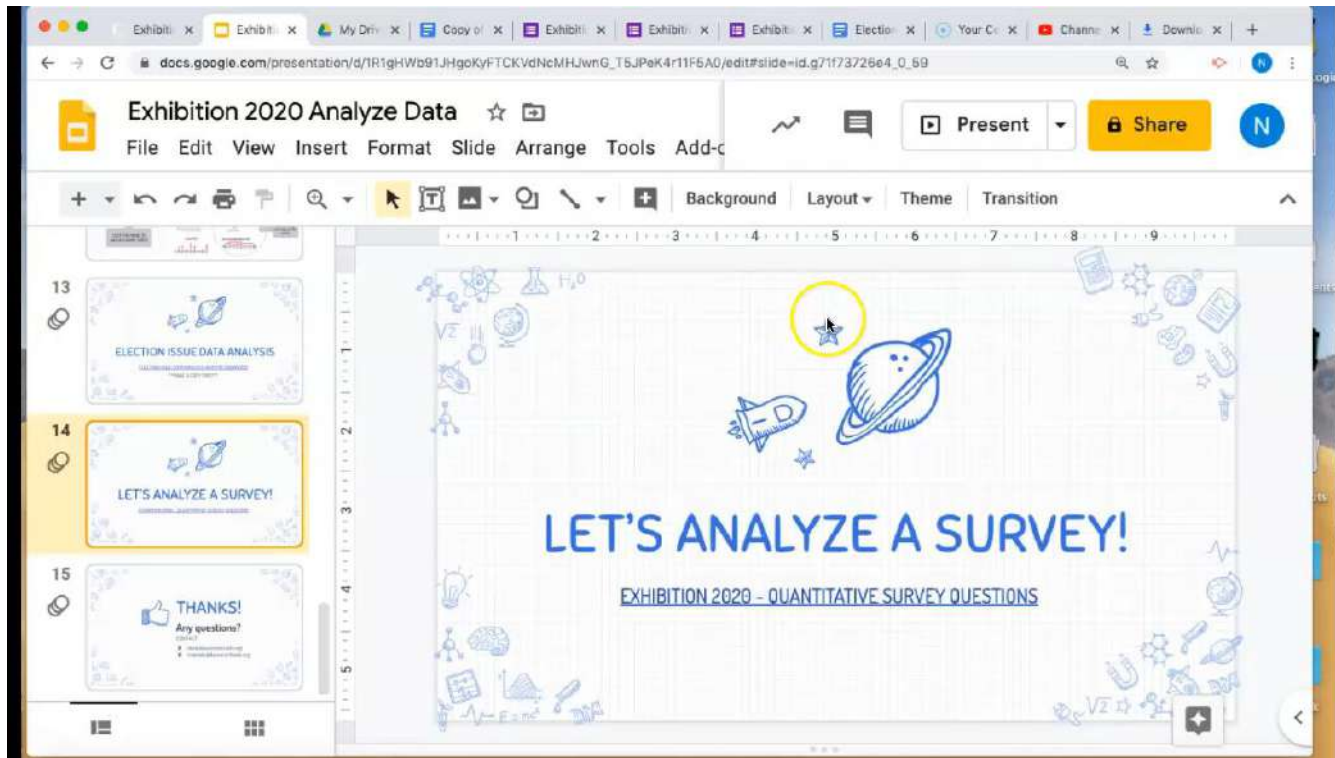
- Google Forms is a free online tool from Google, which allows users to create forms, surveys, and quizzes as well as to collaboratively edit and share the forms with other people. You get instant results as they come in. And, you can summarize results at a glance with charts and graphs.



Microsoft Forms

- With Microsoft Forms, you can create surveys, quizzes, and polls, invite others to respond to it using almost any web browser or mobile device, see real-time results as they're submitted, use built-in analytics to evaluate responses, and export results to Excel for additional analysis or grading.

VIDEO



[Analyzing Survey Data in Google Forms - YouTube](#)

QUESTIONS ON THE VIDEO

- **What advantages do you see in using Google Forms for evaluation reporting, as demonstrated in the video?**
- **Is the analysis from Google Forms sufficient for your needs? Would you make any other steps for analysing the evaluation data?**

LEARNING EVALUATION ANALYSIS & REPORTING

Demonstration

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RECAP



Q AND A



THANK YOU!!!!



SOURCES

1. [5 Advantages of Using Online Assessment Tools to Evaluate Students \(pearson.com\)](#)
2. [Online Assessment - The Pros and Cons \(mheducation.co.uk\)](#)
3. [Inclusive Teaching and Accessibility Online | Digital Learning \(northwestern.edu\)](#)
4. [Top 8 Strategies For Student Engagement In Online Learning \(hurix.com\)](#)
5. [A Tutorial for Making Online Learning Accessible to Students with Disabilities | DO-IT \(washington.edu\)](#)
6. [Equitable Assessments | Center for Educational Innovation \(umn.edu\)](#)
7. [Generation Z: Re-thinking Teaching and Learning Strategies | Faculty Focus](#)
8. [\(PDF\) Generation Z and Learning Styles \(researchgate.net\)](#)
9. [Equitable Assessments | Center for Educational Innovation \(umn.edu\)](#)
10. [A Tutorial for Making Online Learning Accessible to Students with Disabilities | DO-IT \(washington.edu\)](#)

YOU ARE USING TRAINING MATERIALS
FOR SKILLS DEVELOPMENT AND CERTIFICATION FOR TRAINERS OF SYNCHRONOUS ELECTRONIC LEARNING .

SELCERT PROJECT BROUGHT TOGETHER A GROUP OF PARTNERS WITH DIVERSE EXPERTISE TO DEVELOP A QUALIFICATION FRAMEWORK,
A PROGRAMME AND CERTIFICATION SCHEMES FOR THE TRAINER OF SYNCHRONOUS ELECTRONIC TRAINING.

OUR PARTNERS HAVE EXTENSIVE EXPERTISE IN EDUCATION, VET EDUCATION AND LIFE-LONG LEARNING, BUT ALSO EXPERTISE IN TECHNOLOGICAL AND CERTIFICATION MATTERS.

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CONSISTS OF COLLEAGUES FROM SEVEN DIFFERENT ORGANIZATIONS,
REPRESENTING FIVE DIFFERENT COUNTRIES OF THE EUROPEAN UNION.

