



# Afterschool Outcome Measures Online Toolbox

afterschooloutcomes.org

## INSTRUCTIONS FOR CLASSROOM TEACHER SURVEY

Welcome to the Afterschool Outcome Measures Online Toolbox. The afterschool program at your school is participating in a survey measuring students' skill development, positive behavior, and program experiences. The program at your school is asking classroom teachers to complete a brief online survey reporting the behaviors for students (grades 3 and above) in their class who regularly attend the afterschool program. Pre-reports are completed at the beginning of the school year (fall), post-reports at the end of the school year (spring).

It should take about 5 minutes to complete a survey for each student. All of the student reports do not need to be completed in one session. **You may complete the surveys for all children in one or more sessions.** For example, you may complete reports for all the students in your classroom who attend the afterschool program over the course of a week.

Your site coordinator should provide you with your own *teacher survey code* number, a list of the students in the afterschool program who are in your classroom, and the *student survey codes* for each of those students. *Your responses are confidential.*

### ***STEP-by-STEP INSTRUCTIONS***

*For Classroom Teachers to Complete Surveys on Afterschool Program Students*

1. When you are ready to begin, go to the Afterschool Outcome Measures Online Toolbox website by clicking on this link: <http://afterschooloutcomes.org/>
2. Make sure you have your own survey code number, the list of student names, and the students' survey code numbers. *Ask your afterschool program site coordinator if you have not received such a list.*
3. Go to the quick links "Survey Links" and click on "Classroom Teachers".
4. Enter your eight-digit **Teacher Survey Code**.
5. You will be asked to enter the **Student Survey Code** for each student report you complete. Be very careful entering the correct survey code number for each student!

You can log off the survey site after any completed report and come back to complete the surveys in more than one session.

**If you have any questions or problems contact us at [afterschool@uci.edu](mailto:afterschool@uci.edu) or 949-824-9225.**