A

Checklist for Educational Good Practice "DIGITAL LEARNING" – Quantitative assessment

The product must reach at least half of the indicators in order to be further qualitatively assessed in the second evaluation form.

Tick Yes / No

ESSENTIAL FORMAL REQUIREMENTS	YES	NO
Participants and organization are mentioned		
Target audience is mentioned		
Actors and participants are identified consistently and the roles they performed are named		
All sources are cited ; copyrighted material, if used, is identified and used with clear permission		
DIDACTIC TRANSPOSITION. INDICATORS.		
Work was delineated equally among all group members		
The curricular goals are explicit		
The planning was made by the participants/students in training/project/school hours		
The making was made by the participants/students in training/project/school hours		
The edition was made by the participants/students in training/project/school hours		
The publishing was made by the participants/students in training/project/school hours		
Several learning standards were achieved or skills gained		
There is evidence that learning standards/skills were assessed		
The project involves several areas of knowledge		
NARRATIVE QUALITY. INDICATORS.		
Originality in the narrative, The story is told in an innovative way		
Clear and suitable narrative for the target audience		
The content is clearly relevant to the theme of the assignment or topic; the message is clear		

The narrative is coherent and varied in stylistic resources		
Methods of the storytelling approach had been used in an adequate way.		
FORMAL QUALITY OF THE CREATION AND PRODUCTION. INDICATORS		
The digitalization of the product builds up its quality		
The digital tools chosen are suitable		
There is a careful selection of multimedia resources which add aesthetic value and coherence among text, image, sound and video		
The process of edition shows quality (text, images, videos and sound are legible and relevant)		
The use of the resources is simple and accurate		
The creation is easy reproductable by the participant/students		
The lenght of time is convenient		
DISSEMINATION AND IMPACT		
The story leads to reflection		
The product is uploaded and shared		
Web beacons in social networks are used to measure the impact		
There is a possibility to provide feedback		
TOTAL SCORE: /29		

B

Qualitative Assessment – just to be filled if the practice reached half the indicators in section A.

Part I. General information	
Name of the organization	
1. Number of the project (of those chosen for evaluation)	
2. Name of the project	
3. When did the project start?	
4. How often does the project take place?	⚔ More then 10 times ⚔ From 5 to 10 times ⚔ From 2 to 4 times ⚔ Only once — **Points*** ....

5. Geographical coverage of the project		● Local ● Regional ● National ● International

6. How many partners are involved? How many countries are involved? Please describe the tasks of each partner	
7. Which kind of institution s are involved in the project?	● From the governmental sector ● From the private sector ● From the non-governmental sector
8. Goals of the project	
9. How many persons are involved in the organisation of the project?	

10. Target group	1)	2)	3)
11. Number of participants			
12. Sector	o culture o education o health sector o another (please write) ……………………………………………		
13. Which aspects of the project have been used before/after in other projects?	1) Name of project - Aspect used 2) Name of project Aspect used		
14. Which kind of methods are/ were used during the project?			
15. How is/was the project financed?			

Part II. Core information		Points
1. How creative is the project?	4) Very 3) Quite 2) Just so 1) Not really 0) Not at all	***
2. Which aspects make your methods creative?		**
3. How do you involve your participants in using digital tools?		**
4. How strong does the project motivate participants for further learning?	4) Very 3) Quite 2) Just so 1) Not really 0) Not at all	***
5. How would you describe the motivation of the particpants?		**

6. To which age range do the participants belong? Please write the number of each group if is it possible.	⚐ Under 21 years old ⚐ 21 – 60 ⚐ 61 – 67 ⚐ Over 67	****
7. Which kind of digital aspects does the project have?	a)Is the method easy transferable? ……… b) Do you involve participants with different knowledge ? ……	*****
8. In which way does the project have impact on the participants regarding following aspects:	a) Participation in society ……………………………………………… b) Labor market ……………………………………………… c) Living active life ……………………………………………… d) Empowerment ……………………………………………… e) Another …………………………………………………… …	******
9. How long was the implementation process of the project?		**
10. How does the preparation of the project look like? Do you use f. e. SMART criteria or other methods?		**
11. How does the documentation of the project look like?		**
12. Which effects of the use of digital methods can you notice?	A) generally …………………………………………………………… B) on the participant ……………………………………………………	*****
13. When are the first results/ effects noticeable?		**
14. Which aspects of the project are transferable?		**
15. How innovative is the project?	4) Very 3) Quite	***

	2) Just so 1) Not really 0) Not at all			
16. What is innovative in this project?				**
17. How does the promotion of the project look like?				**
18. How important is the dissemination process for the project?	4) Very 3) Quite 2) Just so 1) Not really 0) Not at all			***
19. What kind of dissemination methods do/ did you use?				
20. SWOT analyze	Strengths	Weaknesses	Opportunities	Threats
Points for SWOT**	**	**	**	**

21. Describe a success story
** ……………… ……………… ……………… ……………… ..

Sum of all points	

Place for notices and observed problems & aspects ……………………………..

………

………

EVALUATION GUIDELINES

POINTS SYSTEM

* Only question **4 from the I. part**. From **3 to 0** points (where answer: More then 10 times - 3 points, from 5 to 10 times - 2 points, From 2 to 4 times - 1 point, Only once - no points).

** in **PART II.** Questions: **2., 3., 5., 10., 9., 10., 11., 13., 14., 17., 16., 19., 20.** Award each question from **4 to 0 points**, use the following parameters for the evaluation:

> ➢ 4 points ("VERY")- the answer is comprehensive, long and qualitative, the content has a special meaning in the context of digital education.
> ➢ 3 points ("QUITE") - in the answer contents a lot information relevant for digital education, but you can not say it is comprehensive.
> ➢ 2 points ("JUST SO") - the answer is sufficient but without special meaning for digital education.
> ➢ 1 point ("NOTE REALLY") - the answer describes a few aspects which are loosely connected to the general subject of digital education.
> ➢ 0 point ("NOT AT ALL") - the answer does not give any response to the question or show any digital aspects.

*** Part II. - question **1, 4, 15, 18.** Award: Very – 4 points, Quite – 3, Just so – 2, Not really – 1, Not at all – 0.

**** Part II, Question number **6.** award **3 to 0 points**, 3 point if all age groups are present in the project, 2 if 3 groups are present, 1 if 2 groups are present, no points if only 1 group is present.

***** Part II, Question **7.** and **12.** award **4 to 0 points**, max. 2 for answer a), max. 2 for answer b) .

****** Part II, Question **8.** award from **5 to 0 points**, each answer (a, b, c, d, e) can receive 1 point.