2020-2021
Learn, Grow, Eat & GO! (LGEG) Teacher Evaluation Protocol
8/19/2020

Qualtrics-based **online** LGEG Pre/Post Evaluation for youth participants are administered through the online survey link provided to school lead/teachers by the County Agent. All youth participants should complete the online Qualtrics survey with results automatically received by Texas A&M AgriLife Extension's Organizational Development unit. To begin the LGEG implementation process, please do the following:

- Agents coordinate in advance with school lead/teachers the date to administer the LGEG online pre surveys and post surveys

- Before implementation, make sure Qualtrics is accessible through the schools' firewall. Any issues accessing the instrument that stem from the school's security setup, will need to be troubleshot through the school's IT department

- For survey matching purposes, teachers are required to assign each student to an exclusive number. These numbers can be similar to the numbering system most teachers use within their classroom when ordering classwork, gradebooks, etc. **AGENTS will ensure this numbering system is in place prior to any survey completion

- For survey matching purposes, students are required to type their teacher name under the Anonymous Student Identifier section. **We highly encourage those administering the survey to write the teacher's name on the board so students will spell it correctly and consistently from pre to post surveys**

- If needed, the following links, which are also loaded on the JMG/LGEG website at http://jmgkids.us/lgeg/cooperative-extension/ will take you to the appropriate locations to complete the online surveys
  - **Pre:** tx.ag/lgegpre2021
  - **Post:** *to be published later*

- Youth will complete online surveys at the time scheduled by Agents and school lead/teachers. This could be done during class time/computer time, whatever is easiest for the school

- **Pre-test** should be administered **prior** to the start of any programming. **Post-test** should be given **after** all programming is completed. This online evaluation is simple, user friendly and should only take children 5-6 minutes to complete

- School lead/teachers should communicate with Agents regarding their connectivity. Schools without access to technology should communicate with their County Agent for a solution

- The instrument can easily be switched into the Spanish language by changing the language dropdown on the first page displayed