



eProve™ Surveys

101

Introduction



AdvancED e|Prove



eleot



workspace



surveys



strategies



diagnostics

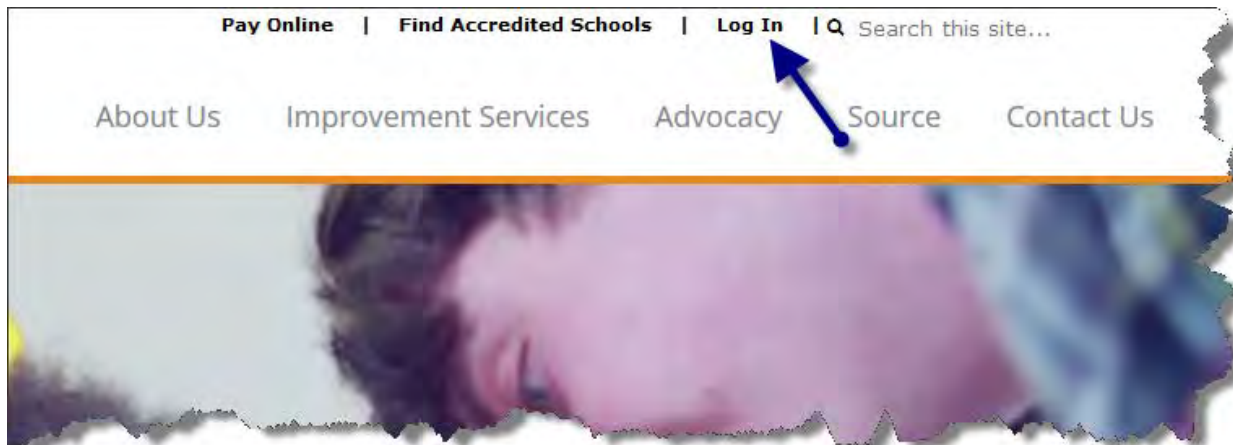


analytics



eProve surveys

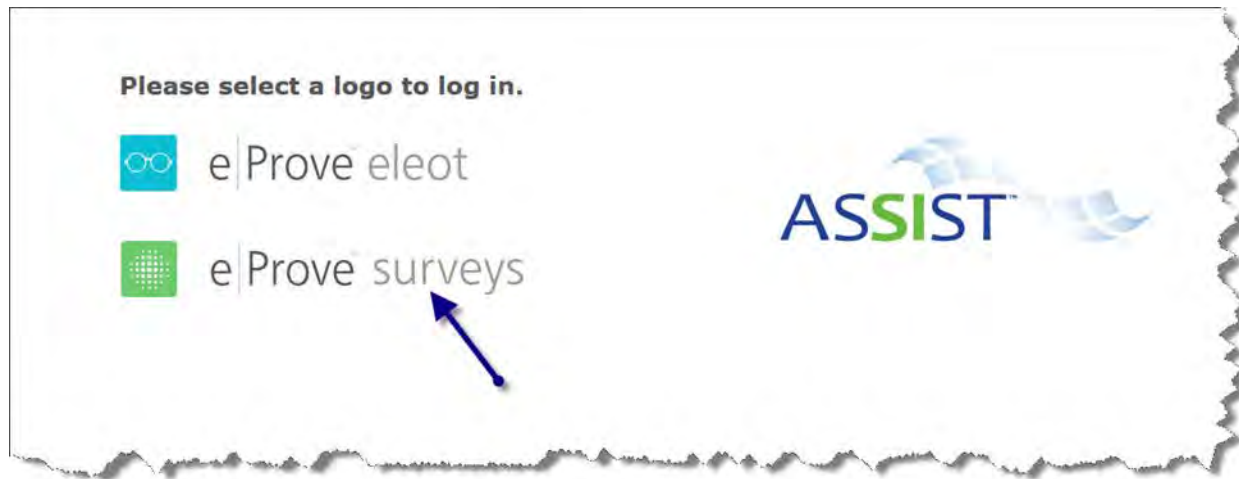
Go to www.advanc-ed.org and click on the Log In link:





e|Prove surveys

New Log In Choices



Click on eProve surveys to access surveys and reports.



Use your Email Address and Password

Harness the power of dialogue
with eProve™ surveys

Email Address

Password

Login

[Request Password](#) [Contact us for login help](#)

Harness the power of dialogue
with eProve™ surveys

Email Address

Password

Login

[Request Password](#) [Contact us for login help](#)

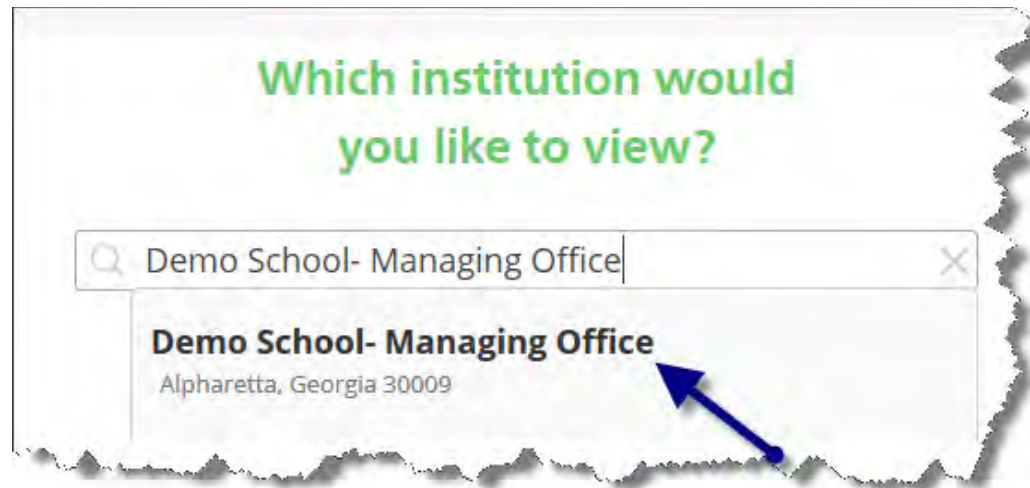
Email Address

Request Password

[Log In](#) [Contact us for login help](#)



e|Prove surveys



- If you are a school, you will be directed to your school.
- If you are a district, you will have the choice of going to the district page or to any of the school pages.



Accessing Toolbar (Admin only)

The screenshot shows a web browser window with the URL `eprovesurveys.advanc-ed.org/surveys/#/`. The browser tabs include "Inbox (2) - dr.connie.han", "Funmoods Search", and "eProve™ surveys". The page has a green header bar with the "eProve surveys" logo and a "New Survey" button. A notification banner at the top states: "You have 55 Draft survey(s) awaiting completion. [View your draft surveys now.](#)".

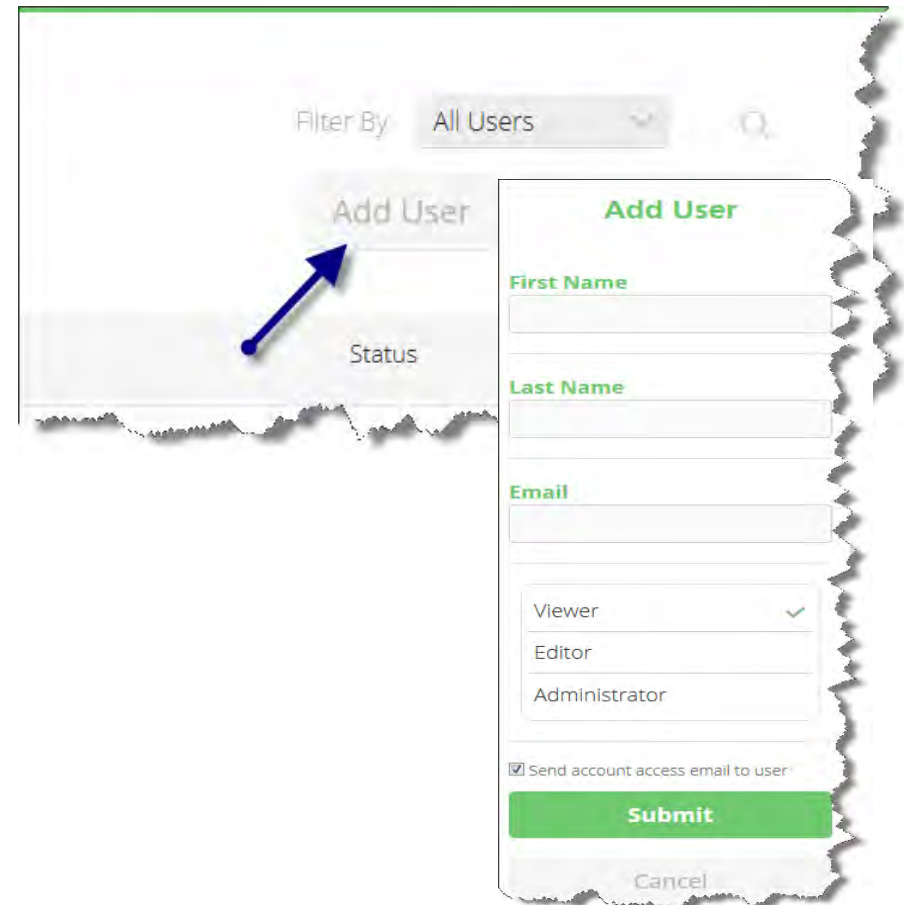
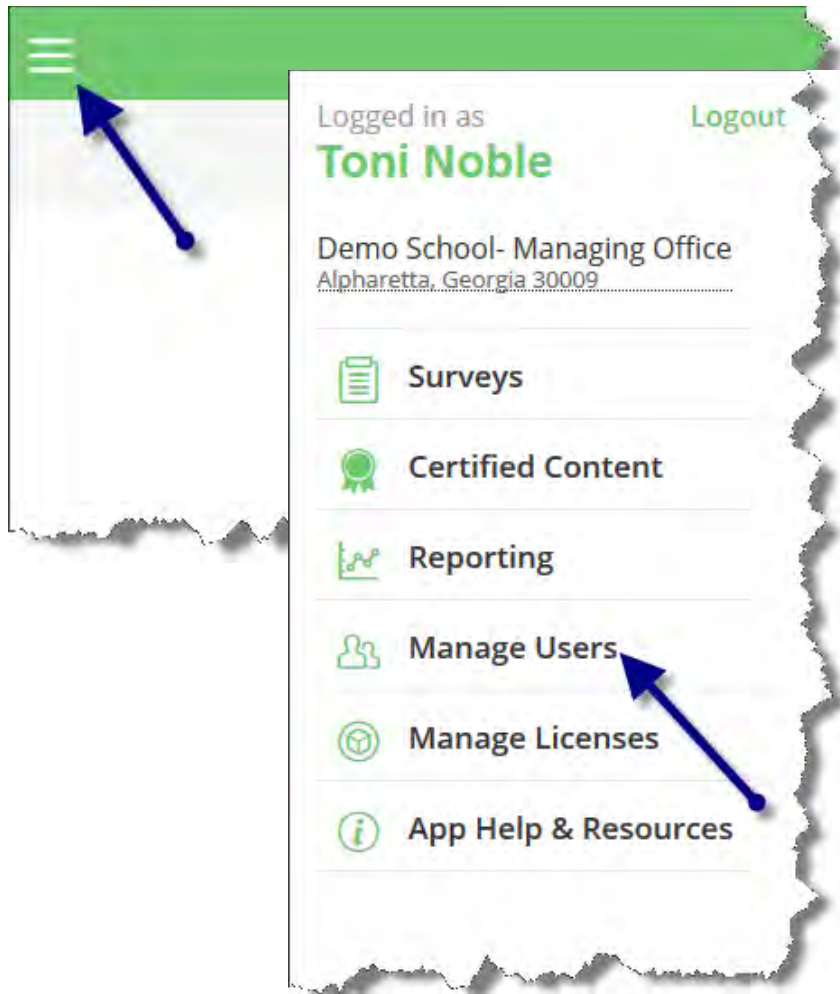
The main content area is titled "Survey Activity" and shows a dropdown menu for "Covington Catholic Test- March 2016 (Closed)". Below this, a survey titled "Student Survey (Middle and High) for Schools" is listed with a "Last response: Mar. 15, 10:18 AM". The survey status is "Closed" and "Survey closed on: 03/15/2016". The number of respondents is 1, and the number of days active is 0. A "view report" link is provided.

Below the survey details, there is a section titled "Surveys" with a count of "90 surveys". A "Filter by" dropdown menu is set to "All".

An arrow points to the hamburger menu icon in the top left corner of the green header bar.

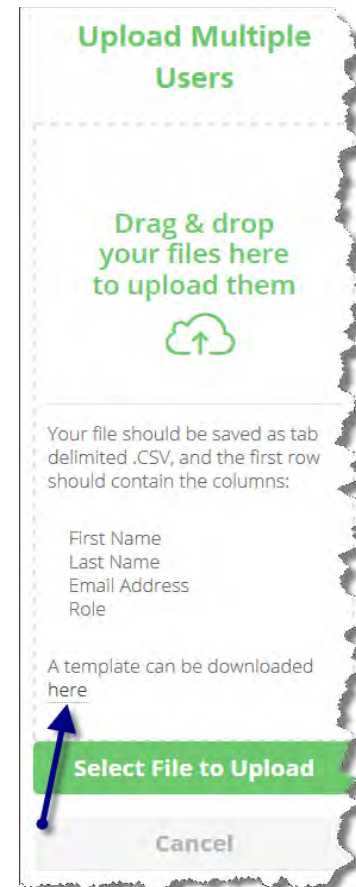
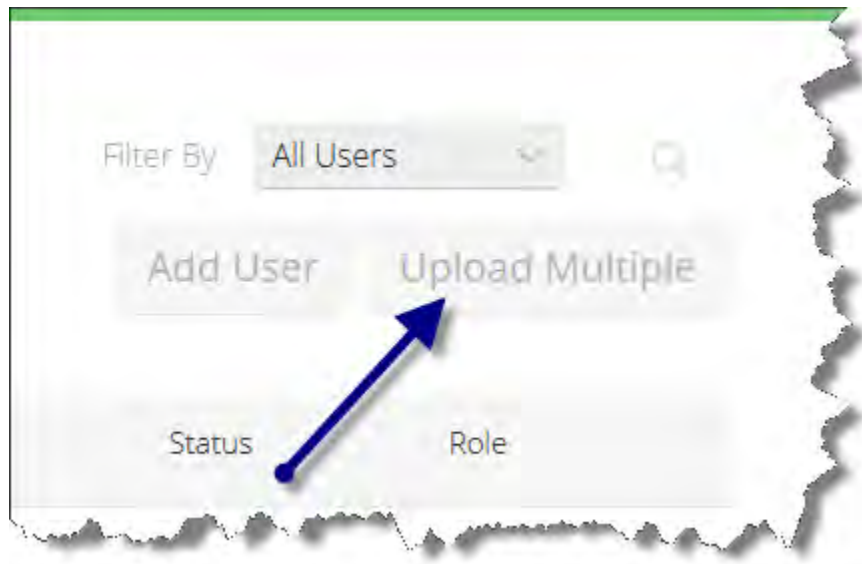


Managing Users (Admin only)



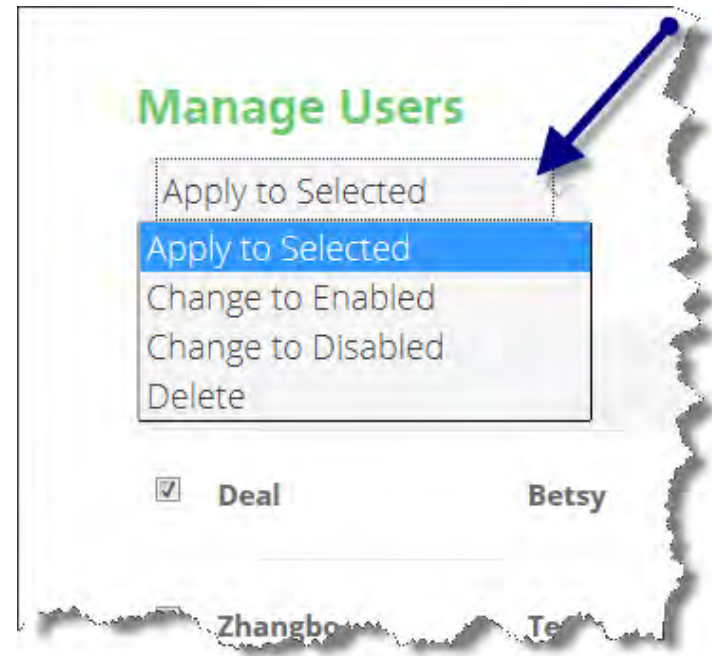
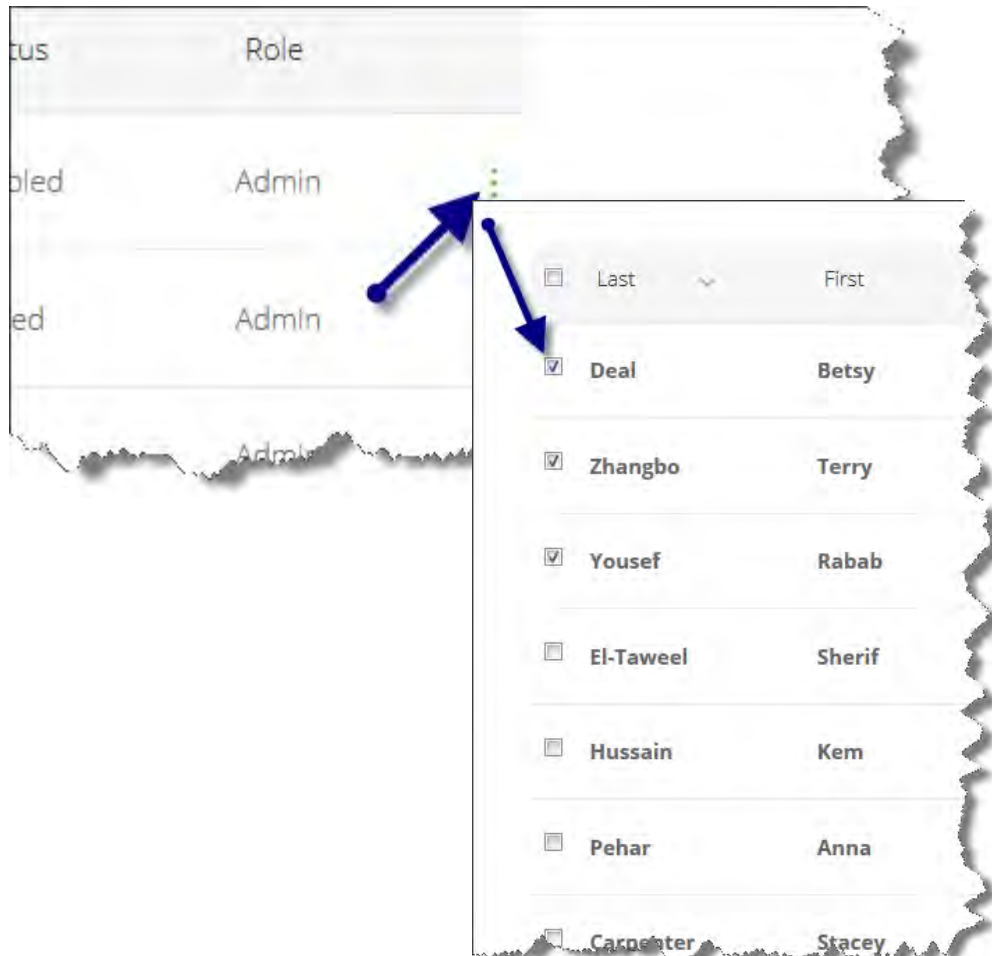


Managing Users (Admin only)





Managing Users (Admin only)



Navigation – Starting a new Survey





eProve surveys

Logged in as
Toni Noble

Logout

Demo School- Managing Office
Alpharetta, Georgia 30009



Surveys



Certified Content



Reporting



Manage Users



Manage Licenses



App Help & Resources

AdvancED Certified Content™

22 surveys

Filter by

All

Target Group	Content Name	Description	Actions
Parent	Parent Survey for Schools	This survey asks parents their opinions about their child's school, including questions about teachers, administrators, and other aspects of their child's and their own experiences with the school.	
Parent	Parent Survey for International Schools	This survey asks parents their opinions about their child's school, including questions about teachers, administrators, and other aspects of their child's and their own experiences with the school.	
Student	Student Survey (Elementary) for Schools	This survey asks elementary school students their opinions about their school, including their teachers, administrators, their peers, and other aspects of their experiences at school.	
Student	Student Survey (Elementary) for International Schools	This survey asks elementary school students their opinions about their school, including their teachers, administrators, their peers, and other aspects of their experiences at school.	
Student	Student Survey (Middle and High) for Schools	This survey asks middle and high school students their opinions about their school, including their teachers, administrators, their peers, and other aspects of their experiences at school.	
Student	Student Survey (Middle and High) for International Schools	This survey asks middle and high school students their opinions about their school, including their teachers, administrators, their peers, and other aspects of their experiences at school.	
Staff	Staff Survey for Schools	This survey asks staff their opinions about their school, including teachers, administrators, students, and other aspects of their experiences at their school.	
Staff	Staff Survey for International Schools	This survey asks staff their opinions about their school, including teachers, administrators, students, and other aspects of their experiences at their school.	
Staff	School Climate	This survey focuses on questions related to school climate.	

Preview



Start a Survey with
Certified Content



Required certified content surveys for the External Review are:

- Parent Survey for Schools
- Staff Survey for Schools
- Student Survey (Middle and High) for Schools-grades 6 – 12
- Student Survey (Elementary) for Schools-grades 3 – 5
 - **Note:** Student Surveys for (Early Elementary) for Schools – grades K – 2 are NOT available and NO longer required



eProve surveys

The screenshot shows the eProve surveys interface. At the top is a green header with the eProve surveys logo. Below it is a form for creating a survey. The form has several sections: Survey Name*, AdvancED Certified Content™, Status: Draft, Response Management, Languages, Sharing, and Customization. The Survey Name field contains "TEST Student Survey". The AdvancED Certified Content™ field has a dropdown menu with "Student Survey (Middle and High) for Schools" selected. The Status: Draft section includes a link to the survey. The Response Management section has a dropdown menu. The Languages section has checkboxes for English, Spanish, Portuguese, Mandarin Chinese, and Arabic. The Sharing section has a dropdown menu. The Customization section has a "When complete" section with a "Redirect to" field containing a URL and a "Reset" button. There are also "View Items", "Preview Survey", and "Open Survey" buttons at the bottom. Blue arrows point from callout boxes to specific fields: "Response Goal: enter target #" points to the Survey Name field; "Institution Name" points to the Institution Name field in the Sharing section; "http://www.advanc-ed.org/e provesurveys/" points to the Redirect to field in the Customization section; and "Show section titles to survey takers" points to the checkbox in the Customization section.

surveys

Survey Name*

TEST Student Survey

AdvancED Certified Content™

Student Survey (Middle and High) for Schools

Status: Draft

Share the link below to collect responses for your survey. Simply add this link on your website or paste into your email message. Be sure to test your survey link before distribution.

<http://e provesurveys. advanc-ed.org/surveys/#!/action/3360/>

Response Management

Languages

All custom items must be manually translated before survey can be published.

☐ English ☐ Mandarin Chinese

☐ Spanish ☐ Arabic

☐ Portuguese

Sharing

Customization

When complete

When the survey taker completes the survey:

Redirect to Reset

☐ Show section titles to survey takers

When complete

When the survey taker completes the survey:

Redirect to Reset

☐ Show section titles to survey takers

Last Modified 3/17/2016 1:42 pm

View Items

Preview Survey **Open Survey**

To begin to administer surveys, click on "Open Survey"



Simple, quick start instructions

Survey Name*

TEST Student Survey

AdvancED Certified Content™

Student Survey (Middle and High) for Schools

Name the Survey
Include name of school, type of survey and year/date

Response Goal: Enter target #

Languages

All custom items must be manually translated before survey can be published.

<input type="checkbox"/> English	<input type="checkbox"/> Mandarin Chinese
<input type="checkbox"/> Spanish	<input type="checkbox"/> Arabic
<input type="checkbox"/> Portuguese	

- Select the language(s)
Note: Any *customized questions in a language other than English, will need to be translated by you before closing the survey. (see slide#14)*

Share the link below to collect responses for your survey: Simply add this link on your website or paste into your email message. Be sure to test your survey link before distribution.

[http://eprovesurveys.advanc-ed.org/surveys/#!/action/3005/.](http://eprovesurveys.advanc-ed.org/surveys/#!/action/3005/)

Response Management

Languages

Sharing

Customization

When copying the link, highlight it from left to right. Send the copied link to appropriate stakeholders (Use Google/Chrome or Internet Explorer as your browser)

For personal computers you may want to “redirect” to your institution’s web page (copy and paste your institution’s landing page link into the box.)

Customization

When complete

When the survey taker completes the survey:

Redirect to

<http://www.advanc-ed.org/eprovesur>

☐ Show section titles to survey takers

Customization

When complete

When the survey taker completes the survey:

Redirect to

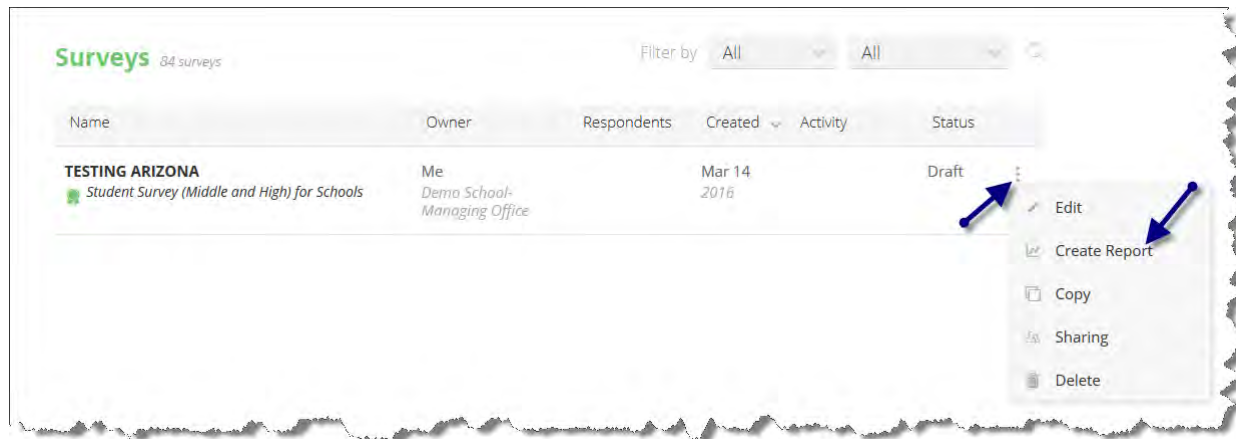
Reset

☐ Show section titles to survey takers

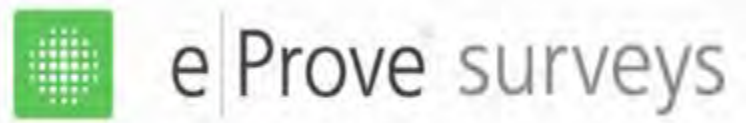
In a computer lab you may want to click on “Reset” so it automatically resets for the next person

Navigation – Reporting (Prior to closing the survey)

You can look at reports anytime; the report is not complete until the survey is closed.



Click on three dot icon to View Report anytime.

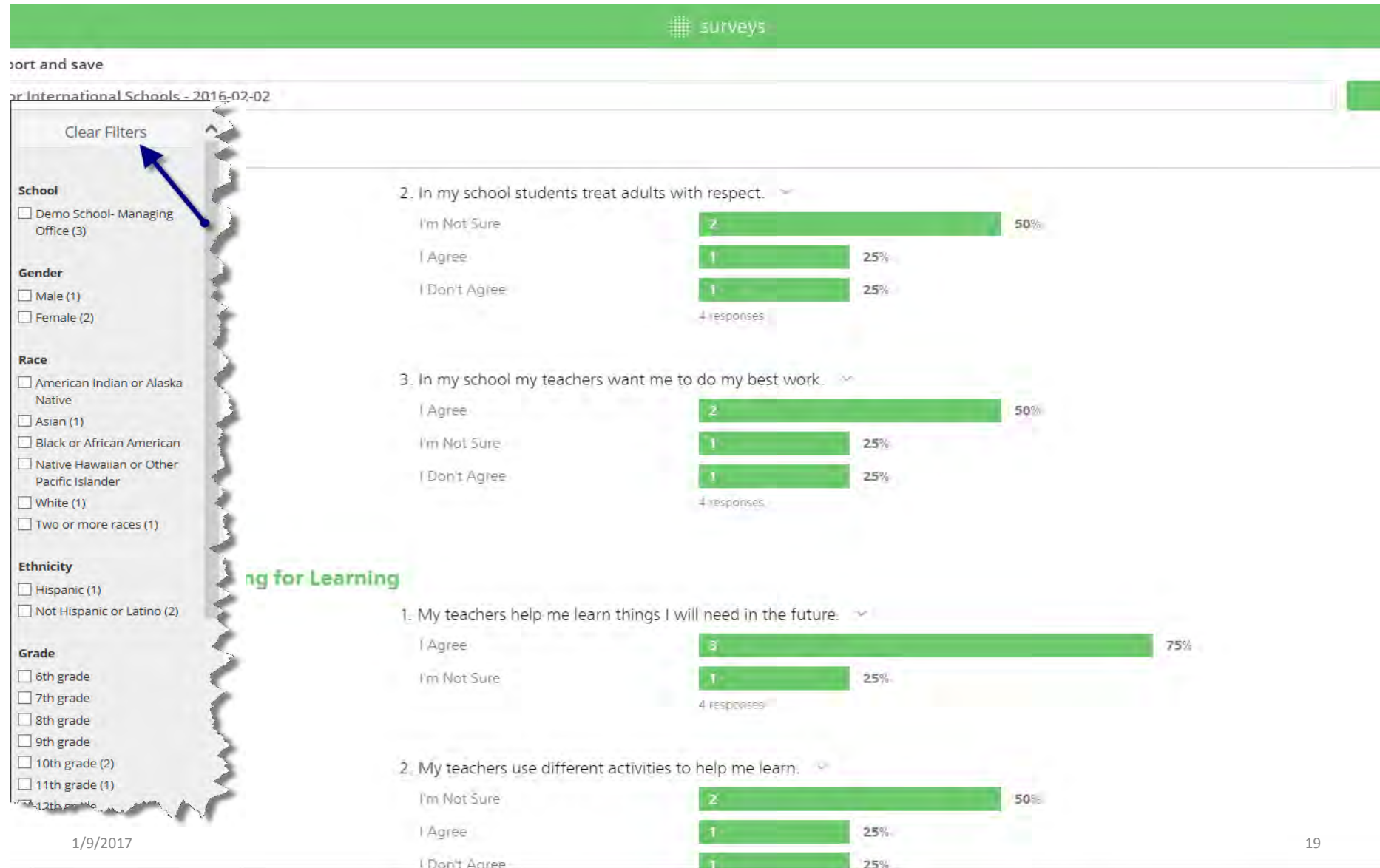


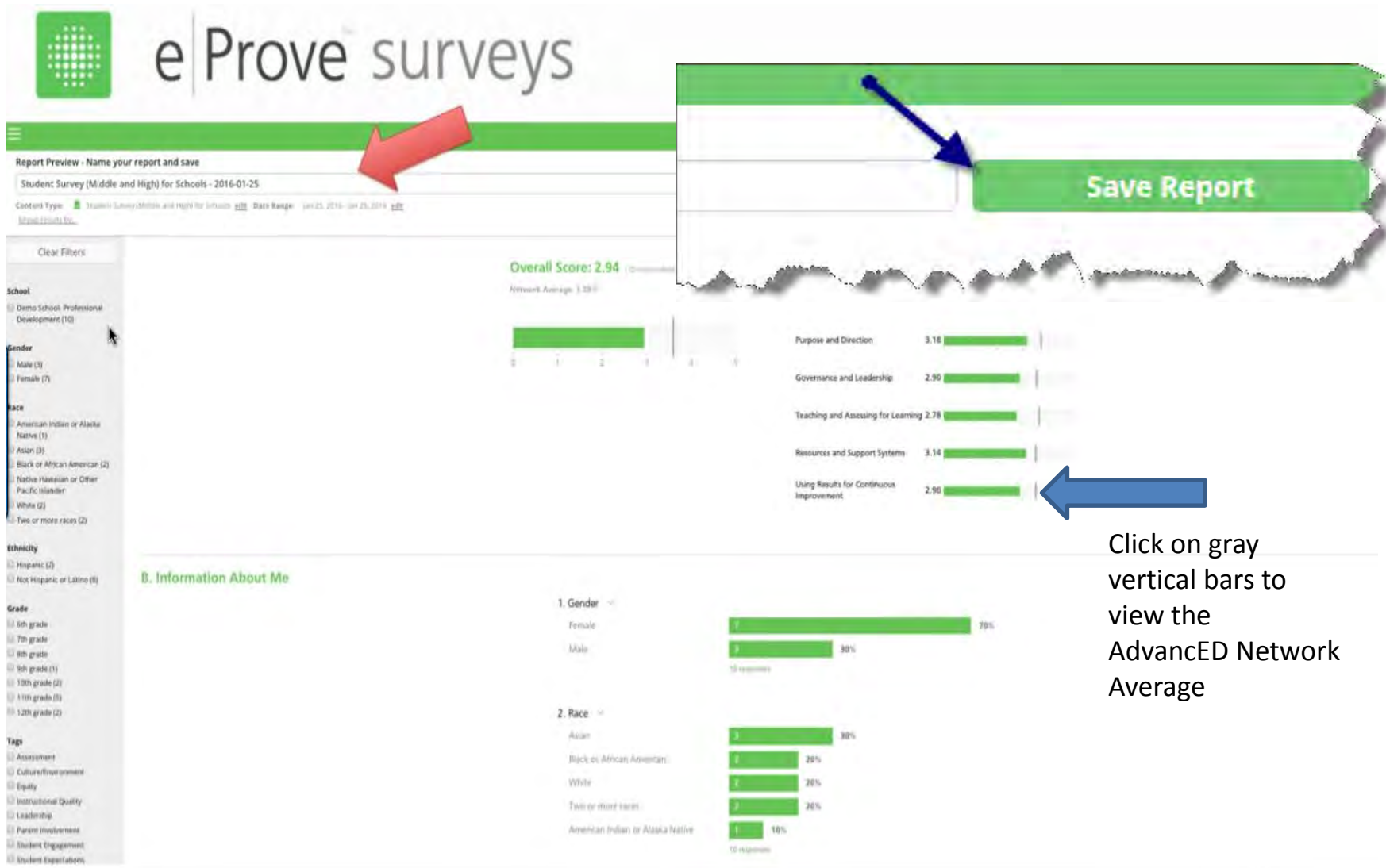
Name your report:

A screenshot of the e|Prove surveys web interface. At the top is a green header bar with a white hamburger menu icon on the left. Below the header, the text "Report Preview - Name your report and save" is displayed. Underneath this is a text input field containing the text "Student Survey TEST1 ARIZONA". A blue arrow points from the top right of the input field towards the text. Below the input field, the text "Content Type:" is followed by a green icon, the text "Student Survey (Middle and High) for Schools", and a blue "edit" link. At the bottom, the text "Group results by..." is visible with a dropdown arrow.



Sample Report Information







You have two options when you export: Unstacked is a cleaner report

eProve Surveys 101

Reminders

- Remember eProve only works with Google/Chrome and Internet Explorer
- Remember to administer the student, staff and parent certified content surveys for schools within one year prior to the External Review
- There are no early elementary school surveys for grades K-2
- Surveys are all electronic – no paper surveys
- Surveys can be generated in multiple languages