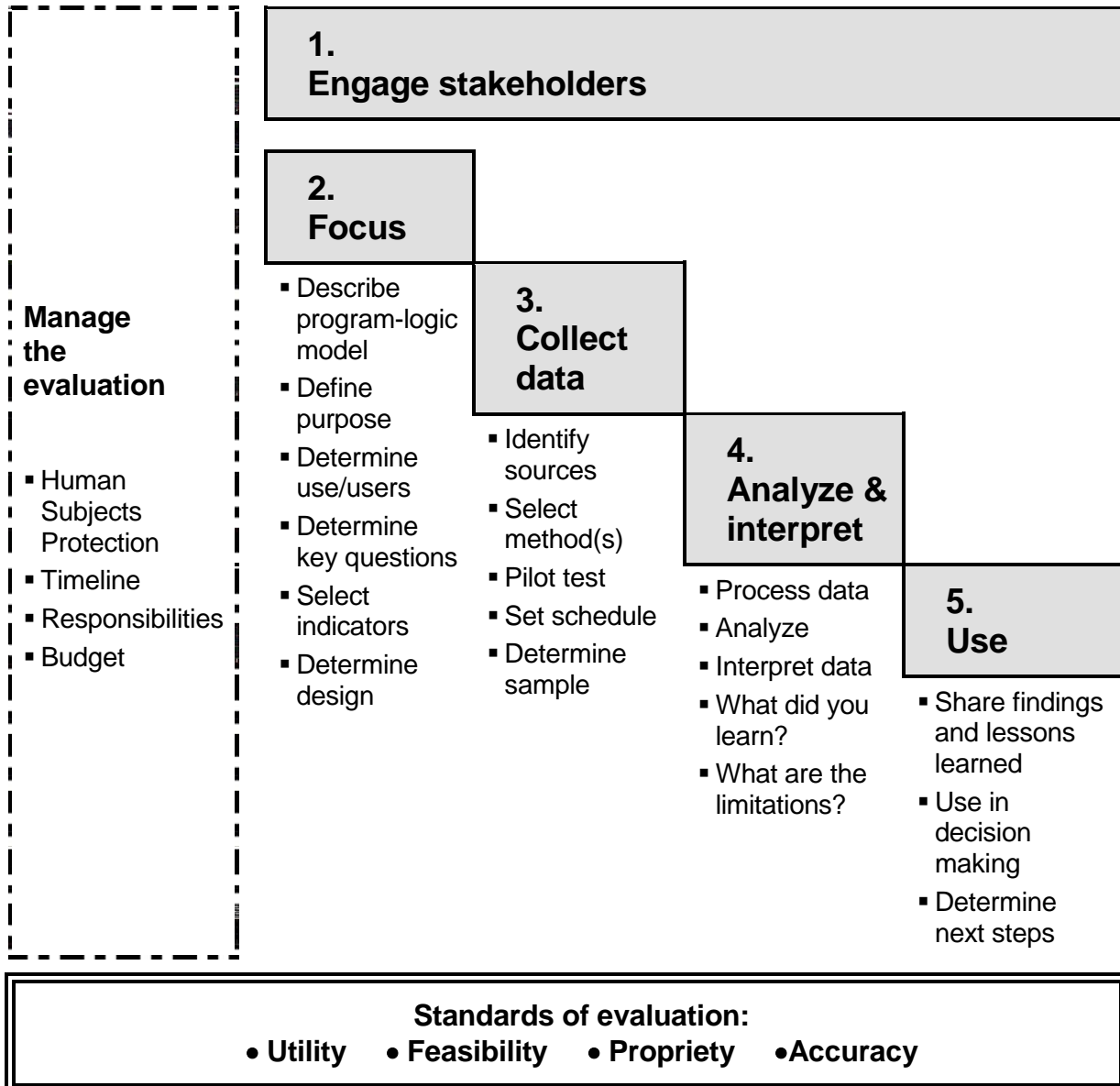


Planning a Program Evaluation: Worksheet

Steps in Program Evaluation



Name of Program: 4-H Robotics Program



Engage Stakeholders

Who should be involved?

County staff in Waukesha (lead), Shawano, and Kenosha; volunteers

How might they be engaged?

Shawano and Kenosha educators: input into the evaluation design; help with development and testing instruments
Volunteers: help in data collection



Focus the Evaluation

What are you going to evaluate? Describe program (logic model).

The 4-H robotics program in the three counties that involves 9-14 year olds with the goal of developing positive YD outcomes and interest in SET (Science, Engineering and Technology).

What is the purpose of the evaluation?

To document the extent to which the expected youth development outcomes occur and to compare aspects of program delivery in order to report to stakeholders, know how different delivery procedures compare in order to make program refinements, and to garner program support

Who will use the evaluation? How will they use it?

Who/users	How will they use the information?
County staff	To promote program; improve program; solicit support
Parents	To decide if they should enroll children in program; promote program
Participating youth	Be aware of their own development
4-HYD Colleagues	To decide whether to build their own robotics program

What questions will the evaluation seek to answer?

1. How do the learning objectives of the three robotics programs compare?

 2. To what extent does participation in a 4-H robotics program result in the increase in one or more of the following skills
 - Computer programming using LEGO® Mindstorms
 - Robot design
 - Ability to present before an audience
 - Ability to conduct a research project
 - Problem solving

 3. To what extent does participation in a 4-H robotics program increase the interest of youth in SET and in pursuing SET related careers?
 4. How do programs that culminate with a tournament compare with those that do not with regard to positive outcomes for youth?
 5. How do volunteer driven programs compare with staff-driven programs?
-

What information do you need to answer the questions?

What I wish to know	Indicators – How will I know it?
See attached spread sheet	

When is the evaluation needed?

May 2009 & ongoing

What evaluation design will you use?

The evaluation will use both qualitative and quantitative methods including surveys, interviews and observations.

In *Waukesha County*, surveys will be sent via e-mail to all youth participating in the robotics program (N=32). Face-to-face surveys will be administered at selected sites; interviews will be conducted with youth, adult volunteers and parents. Youth interviews will be conducted in a group setting, whereas adult interviews will be one-on-one. All interviews will be audio-taped and youth interviews will be conducted in the presence of parents and leaders. There will be two adult interviews and two youth group-interview sessions. Observations will be conducted at selected sites. Observations will not be electronically recorded in any way. The P.I. and Megan Nikolai will administer all data collection. The description of the program will use enrollment data, FIRST (the organization that held the FIRST LEGO League tournaments) documents and website, observation and leader interviews.

In *Shawano County*, the data collection will begin with observation of youth during one of their preliminary robotics sessions, and an interview of the leader, followed by group interviews of participating youth at the culmination of the program. Observations will not be electronically recorded in any way. If appropriate, interview data will be supported by written surveys. Interview protocol and survey questions will be developed after the observation sessions and coach/leader interviews and thus tailored to address the learning objectives of the program. Then, survey questions &/or the interview session with the youth will be developed to determine whether the program met the learning goals the leader identified during her interview. All interviews will be audio taped and youth interviews will be conducted in the presence of parents and leaders. The description of the program will use enrollment data, 4-H documents, observation and the leader interview.

In *Kenosha County*, the data collection will be conducted in the same way as for Shawano County. However, it is anticipated that surveys will not be given at the Kenosha site. This is because the population at this site is transient. The description of the program will use participation data, facilitator documents, observation and facilitator interview.



Collect the information

What sources of information will you use?

Existing information: 4-H program descriptions, FIRST website, enrollment info

People: Participating youth ; leaders/facilitators/coaches

Pictorial records and observations: Pictures of Waukesha County youth at FLL tournament, taken by parents of youth

What data collection method(s) will you use? (all data collection done by Maria and Meghan)

<input checked="" type="checkbox"/>	Survey	<input checked="" type="checkbox"/>	Document review
<input checked="" type="checkbox"/>	Interview	<input type="checkbox"/>	Testimonials
<input checked="" type="checkbox"/>	Observation	<input type="checkbox"/>	Expert panel
<input type="checkbox"/>	Group techniques	<input type="checkbox"/>	Simulated problems or situations
<input type="checkbox"/>	Case study	<input type="checkbox"/>	Journal, log, diary
<input type="checkbox"/>	Tests	<input type="checkbox"/>	Unobtrusive measures
<input type="checkbox"/>	Photos, videos	<input type="checkbox"/>	Other (list)

Instrumentation: What is needed to record the information?

Survey questionnaire; interview questions and protocol for the individual and group interviews; digital voice recorder; observation protocol/checklist

When will you collect data for each method you've chosen?

Method	Before program	During program	Immediately after	Later
Survey			X	
Interview		X	X	
Observation		X		
Document Review	X	X		

Will a sample be used?

No
 Yes If yes, describe the procedure you will use.

Pilot testing: when, where, how?

Survey questionnaire pilot tested, WAUKESHA COUNTY, 2007



Analyze and Interpret

How will the data be analyzed?

Data analysis methods: Quantitative analysis – appropriate descriptive statistics for the for survey data ;
Qualitative data - Content Analysis to categorize and summarize all text

Who responsible: PI

How will the information be interpreted—by whom?

PI

What did you learn? What are the limitations?

TBD



Use the Information

How will the evaluation be communicated and shared?

To whom	When/where/how to present
CYFAR Conference	May 20 th , 2009
Paper, JOE	Dec 2009
Local county board	During budget deliberations
Funders	Report
Colleagues	Program area district meetings; youthline

Next steps?

Continue to monitor program & develop eval tools



Manage the evaluation

<input checked="" type="checkbox"/>	Human subject's protection (on file at UWEX)
<input checked="" type="checkbox"/>	Management chart
<input checked="" type="checkbox"/>	Timeline
<input checked="" type="checkbox"/>	Responsibilities
<input checked="" type="checkbox"/>	Budget (professional dev funds)



Standards

<input type="checkbox"/>	Utility
<input type="checkbox"/>	Feasibility [Review Quick Tip #9]
<input type="checkbox"/>	Propriety
<input type="checkbox"/>	Accuracy