



# Assessment Program

The *Principles & Choices* program includes an assessment component administered by the **Center for Applied Research in the Apostolate (CARA)** at Georgetown University. This document provides educators with a step-by-step process for successful administration of the student assessments and teacher evaluation(s). Simply follow the instructions below to ensure satisfactory completion.

Please note that all student assessments and teacher evaluations are confidential and are only used internally by Healing the Culture, the publisher of *Principles & Choices*, to develop and enhance our educational products. Be assured that your students, as well as your school, will remain completely anonymous.

## **Cashback Rewards**

*Principles & Choices* gives a significant cash rebate to each school that successfully completes all the steps below. Rebate terms and conditions for the current academic year are posted on our Website at [www.principlesandchoices.com](http://www.principlesandchoices.com).

## **Questions?**

For general questions regarding the assessment program and/or cashback incentive, please contact Lauri Brown, *Principles & Choices* Curriculum Specialist, at [lbrown@healingtheculture.com](mailto:lbrown@healingtheculture.com) or 855-664-6598.

For questions regarding administration of the pre- and post-test evaluations, please contact Mark Gray with the Center for Applied Research in the Apostolate (CARA) at [mmg34@georgetown.edu](mailto:mmg34@georgetown.edu) or 202-687-0885.

## **GENERAL INSTRUCTIONS for Administering *Principles & Choices* Assessments**

1. You will be given **links to the assessment surveys at CARA's website** in advance of your pre- and post-test dates.
2. **The PRE-test should be given to students before the distribution of any *Principles & Choices* materials.**
3. **Each student must have access to a computer to take the test and must complete the test with the entire class in one place** – that is, in your school under your supervision. PRE- and

POST-tests cannot be taken at home or in another location where the student might be influenced by onlookers. If you are unable to have your entire class take the test at the same time, or do not have access to computers, please contact us to discuss other options.

4. Simply administer the corresponding **POST-test** after each book is completed: POST-test 1 should be given after completing Book 1, POST-test 2 after Book 2, and POST-test 3 after Book 3. The PRE-test should be given only once.
5. **The last step** is for each teacher to complete the **Teacher Evaluation** survey.

## **PRE-TEST DETAILED INSTRUCTIONS**

1. Have students go to: <https://cara.georgetown.edu/online-surveys/> and scroll down to the heading for **Principles & Choices**. Here they will see links for the *Principles & Choices* assessments. Have the students click on **Pre-test for Students** (or use the following shortened URL for quick access to the pre-test: <https://bit.ly/2MJae9h>).
2. **Read the following instructions aloud:**

Today, we are going to complete a brief assessment conducted by the Center for Applied Research in the Apostolate (CARA) at Georgetown University. The purpose of this is to better understand the viewpoints of students across the United States on selected topics.

This survey is completely anonymous and confidential. I will not see your answers. No useable information about your identity is collected. Your answers should accurately reflect your thoughts.

It will take about 10 minutes to finish the survey. Go ahead and begin!

3. This is NOT a group test, so please **do not allow the students to talk to each other** about the questions or their answers.
4. Once all your students have completed the PRE-test, you can distribute the *Principles & Choices* materials and **begin your planned instruction in the *Principles & Choices* curriculum.**

## **POST-TEST DETAILED INSTRUCTIONS**

1. **There is a different POST-test** for each of the three books in the *Principles & Choices* series. (Remember, the PRE-test is given only once prior to any instruction in the curriculum.)
2. **Each POST-test should be given within two weeks after completing the related *Principles & Choices* book.**
3. Have students go to: <https://cara.georgetown.edu/online-surveys/> and scroll down to the heading for **Principles & Choices**. Here they will see links for the *Principles & Choices* assessments. Have the students click on the appropriate **POST-test** link:
  - Book 1 "Identity and Values" Post-test (or use the following shortened URL for quick access: <https://bit.ly/2MINR3B>)
  - Book 2 "Truth and Reason" Post-test (or use the following shortened URL for quick access: <https://bit.ly/2NDTrAZ>)
  - Book 3 "Ethics and Justice" Post-test (or use the following shortened URL for quick access: <https://bit.ly/2PWEVWk>)
4. **Read the following instructions aloud:**

Today, we are going to complete a brief assessment being conducted by the Center for Applied Research in the Apostolate (CARA) at Georgetown University. The purpose of this is to better understand the viewpoints of students across the United States on selected topics.

This survey is completely anonymous. I will not see your answers. No useable information about your identity is collected. Your answers should accurately reflect your thoughts.

It will take about 10 minutes to finish the survey. Go ahead and begin!

5. This is NOT a group test, so please **do not allow the students to talk to each other** about the questions or their answers.

## **TEACHER EVALUATION INSTRUCTIONS**

1. **The last step** is for each teacher to complete the **Teacher Evaluation** survey.

2. Go to: <https://cara.georgetown.edu/online-surveys/> and scroll down to the heading for **Principles & Choices**. Here you will see links for the *Principles & Choices* assessments. Complete the Teacher Evaluation. Your responses on the teacher evaluation, just like student responses on their assessments, are completely confidential.
3. Send an **email** to Mark Gray ([mmg34@georgetown.edu](mailto:mmg34@georgetown.edu)) at CARA letting him know you have completed *Principles & Choices* instruction, assessments, and teacher evaluation.