Support for Evaluation
A guide for staff

There are a number of staff within the institution who share experience and expertise evaluating. If you are looking for generic help with evaluation, including resources and templates, the Evaluation and Impact website is a great place to start.

https://sites.reading.ac.uk/evaluation-and-impact

For further help or bespoke support, you may be interested in contacting the following services:

What do you need help with?	Where to go
Data →	**PSO** (Whiteknights House, Floor 2) The Planning and Strategy Office is responsible for providing information, interpretation, analysis and commentary on qualitative and quantitative teaching and learning data. PSO maintains a number of teaching and learning themed dashboards and reports (including the STEAP Key Data summaries) which can be accessed via the PSO Data Shares Microsoft Teams site. More information about the range of teaching and learning related data available (both through PSO and elsewhere) can be found in the Teaching and Learning data guide.
Evaluation as part of the Curriculum **Evaluation of T&L Projects /Activities /Initiatives** → **Support using the Evaluation and Impact Framework**	**ADE** (Edith Morley) The Academic Development and Enhancement (ADE) team leads in championing teaching and learning at the University of Reading. They work with colleagues across the institution to create a thriving community where teaching excellence underpins student success. ADE supports colleagues to become more systematic in their approach towards evaluation of T&L activities and dissemination of their impact. The team can offer support for the enhancement of evaluation practices and can also provide advice and guidance on how to use the Evaluation and Impact Framework to demonstrate impact. Evaluation data can also be provided for specific activities run by ADE such as the T&L programme. **www.reading.ac.uk/cqsd/developing-and-enhancing-tl**

What do you need help with?	Where to go

Access and participation related evaluation →

Research & Evaluation Team (Access & Participation)

The Research and Evaluation Team (Access and Participation) support colleagues with evaluating activities that relate to removing barriers for under-represented groups, from recruitment/access through to continuation and awarding, and career progression. If your work relates to under-represented groups, get in touch for support using the resources, planning an evaluation, using validated surveys and finding relevant institutional data.

www.reading.ac.uk/ready-to-study/study/student-access-participation-plans/evaluation-reports

Using technology to gather student feedback

Evaluating your use of Technology Enhanced Learning →

TEL (Edith Morley)

The Technology Enhanced Learning (TEL) team can show you ways of gathering feedback from students using a range of technologies, both online and in the classroom. They can also share techniques and good practice to help you plan and undertake this successfully.

The Technology Enhanced Learning (TEL) team can support you in evaluating the impact of your use of technology on your students' learning experience, including writing questions for use in surveys and focus groups. The team can also explain what data is available about your students' interaction with the online courses, activities and resources that you provide through systems such as Blackboard.

sites.reading.ac.uk/tel

Policy matters and formal student evaluation →

QAP (Edith Morley)

The Quality Assurance and Policy (QAP) team are able to assist with questions related to T&L policy and module/programme evaluation. The QAP team can also help with cyclical review activities including Periodic Evaluation and Enhancement Review, Portfolio Management Process, and Annual Review of Collaborative Provision. All of these activities should help staff to engage in critical reflection about their teaching and learning activities, based on key dataset and qualitative feedback. Colleagues will also be happy to discuss any issues around the programme approval and amendment processes, accreditation of activities, and the creation of new teaching partnerships.

www.reading.ac.uk/cqsd/policies-procedures

Please note, this resource is updated annually. If you notice any broken links, please get in touch.