

Instructions for New World of Work Surveys

There are **(4) surveys** to track development of 21st Century Skills:

- **(2)** Surveys designed for students (start of term and end of term).
- **(2)** Surveys for employers supervising students who have a work based learning placement in conjunction with their coursework (again, start of term and end of term).
- Each survey assessment should take approximately **10 – 15 minutes** to complete.
- The surveys are available in two formats: as clickable forms, so they can be filled out electronically, or print-ready versions that can be filled out hardcopy. You can also take the content on the forms and embed it into your own online survey tool, such as SurveyMonkey.

STUDENT SURVEYS

The survey assessment asks students to identify which of the 21st Century Employability Skills they are focusing on this term. Please make sure your students are prepared to answer this question prior to taking the survey. ***If you plan to teach particular skills during the course (but not all ten) then students will fill the survey out for only those skills you are teaching.***

A. Student Start of Term Survey:

This survey should be taken by students prior to much exposure to your teaching the curriculum. Students should take this survey assessment ***during the first week of class***, ideally between the 1st class meeting (when you will have a chance to explain the importance of the survey) and the 2nd class meeting (when instruction typically begins in earnest).

B. Student End of Term Survey:

Near the end of the term, please direct your students to take the end of term survey assessment. This should be taken after most instruction is completed, but with enough time that you can follow up with students. Comparisons of their answers from the start and end of the term can aid discussions of their change in skill awareness and growth.



EMPLOYER SURVEYS

Please administer the start of term and end of term surveys to **all employers providing work placements to students**. Students' supervisors will provide their perspective on how well students have progressed in attaining the 21st Century Skills they are learning in the classroom and practicing at the worksite.

Employers are asked to identify the skills students are focusing on during the term. ***If you have only chosen particular skills to teach, please provide this information to supervisors.***

C. Employer Start of Term Survey:

This survey assessment should be provided to employers ***early on in the placement***, but ***after they have had some opportunity to work with the student***, so they can make informed assessments.

D. Employer End of Term Survey:

As with the student survey, this should be provided to employers ***near the end of the term***, after students have had a chance to learn about 21st Century Skills in the classroom AND practice them in the work place.

Please note: The end of term survey completion for the students and employers can also be a great time to introduce the *Suggested Professional Evaluation Questions* document created by the NWoW team. This will allow students and their site supervisors to discuss the rankings of skills, acknowledge strong skill areas, and make plans to develop skills where growth is needed.