How to get everyone involved in planning and evaluating

These are some simple, quick and fun ways to ask people what they think, you can use them in your volunteering projects or events you hold on campus. They can even be part of the activity e.g. if you run a kids club or an English conversation club.

If English levels or literacy are an issue you can use pictures instead of words and get people to draw instead of write e.g. if you want to start a gardening project you could bring in pictures of different plants or fruit and veg and get people to pick what they want to grow.

Remember – keep a record of the information you collect, take photos if you can and let us know what you find out!

1. Graffiti walls

Hang large sheets of paper on the wall that people can write their opinions on. You could ask one question like “tell us what you thought of the party?” Or you could have a few sheets asking different questions...

2. Give people disposable cameras and get them to take photos of the things they like/don’t like about a project or event. Talking about the photos can be a good way to start a discussion.

3. Set up a ‘big brother’ style diary video camera that people can talk to about how they feel about a project or answer a specific question.

4. Get people to draw pictures of the things they want from a project or what they like about a project – this is particularly good for children because they love to talk about what they have drawn and it won’t feel like you are trying to quiz them. You could also get them to make a big mural as a group e.g. “the best youth group ever”
5. Evaluation wheel – ask people to tick the things they would like to do or things they like about a project or event

Tell us what you liked about the party…

6. Give people beads or sticky coloured dots so that they can vote. Write the possible answers/or answers you have collected previously on a big sheet of paper- e.g. what topics to focus on in a conversation class, their favourite activity or what could be better about a project.

7. Musical tables – have a few small tables set out with questions or issues for people to respond to. Divide people into small groups and get them to go to a table and write down ideas and comments. When the music starts again they have to move tables. If people might need help writing you can have a facilitator at each table.

8. Card sorting – these can be words or pictures. People can sort them in order of things they like, things they thought were ok or things that they don't like.

9. Quick and easy feedback for simple questions….

- Continuum line – get people to put a mark on the line to demonstrate how they feel about something
- Use a room as a continuum with one end positive and the other end negative/ I like and I don’t like/ yes and no. Ask people questions and ask them to stand in the room depending on what their answer is. Get someone to take photos or just count how many people are at each end of the room for each question.

- Face cards/stickers – people can either hold them up in answer to questions or stick them on a board or piece of paper

10. Suggestion box – the classic choice!
Project evaluation questions

STAR group: 
Project name: 

1. Why do you come to the [project]? 

2. What do you like about the [project]? 

3. Is there anything you would like to change about the [project]? Give details… 

4. Put a mark on the scale below to show how you feel about the [project]? 

Thank-you!
# STAR volunteer feedback questions

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<tr>
<th>STAR group:</th>
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<tbody>
<tr>
<td>Project name:</td>
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Name__________________________ (optional)

How long have you been volunteering for__________________________

<table>
<thead>
<tr>
<th>1. On a scale of 1-10 how do you feel your volunteering is going?</th>
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<tbody>
<tr>
<td>I hate it!</td>
</tr>
<tr>
<td>1 2 3 4 5 6 7 8 9 10</td>
</tr>
<tr>
<td>I love it!</td>
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Comments?

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<th>2. What is the best thing about your volunteering experience?</th>
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<th>3. Is there anything that is not so good about your volunteering experience?</th>
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<th>4. Do you feel you get enough support in your volunteering role? Is there any support or training you might find useful?</th>
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Any other comments/suggestions?

Thank-you for your time!
STAR English Conversation Club feedback form for learners

Group: ____________________ Date: ____________________

1. What do you like best about the English conversation club?

2. Is there anything you don’t like about the English conversation club?

3. Has your spoken English got better because of the English conversation club (tick one of the following)
   Yes, much better
   Yes, a little better
   I’m not sure
   No

4. How long have you been coming to the English conversation club?

5. Anything else you would like to say about the English conversation club?
6. How long have you been in the UK?

7. Are you learning English anywhere else?

8. Why do you want to learn English?

9. Where do you use English?

10. Has this group helped you with anything other than English language learning?