**Evaluating an initiative**

The evaluation process presented below has been adapted from the [Student Engagement Evaluation framework](http://tsep.org.uk/evaluation-framework/), which was developed by Liz Thomas and The Student Engagement Partnership (TSEP). A series of questions are presented which should be addressed by those overseeing the projects and evaluation.

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| **Preliminary thinking** |
| 1. What is student engagement (in your context)?
 | * Where do you want students to engage? (Different spheres of engagement)
* How do you want students to engage? (Different levels of engagement)
* Who do you want to engage? (Different student groups)
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| 1. Why is student engagement important?
 | * What changes/benefits are you seeking in different spheres?
* Who are the beneficiaries of engagement?
* What type of outcomes are you expecting or hoping for?
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| 1. What is your specific intervention or approach?
 | * What are you putting in place
* Which sphere will it take place?
* When will it happen?
* Who are you looking to engage
* How will you engage them?
* Why are you doing it?
* What evidence do you have to support this approach?
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| **Evaluation design** |
| 1. What is the purpose of your evaluation?
 | * Who are your intended beneficiaries?
* Why are you undertaking your evaluation?
* What do you want to evaluate?
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| 1. How do you expect your intervention to improve student engagement or student engagement outcomes?
 | * What is your theory of change for each of your anticipated beneficiaries?
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| 1. What are your indicators of success?
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| 1. How will you collect evidence that you have been successful?
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| **Implementation and analysis** |
| 1. How will you anticipate potential consequences?
 | * Is your evaluation being undertaken ethically?
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| 1. Have you developed an evaluation action plan?
 | * What are the key activities?
* Who will lead them?
* Who else will be involved and what is their role?
* What resources of support are required?
* When will key activities take place
* What will be the outputs of each activity
* How will the evaluation team work together?
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| 1. How will you analyse your data?
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| **Reporting and using evidence** |
| 1. How will you report your findings to different audiences?
 | * How will the evaluation team work together?
* Who is your audience and what information do they need?
* What is your key message for this audience and do you have the supporting evidence?
* What are the implications of your findings for policy and practice which is relevant for this audience?
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| 1. How will you use the learning from your evaluation to enhance engagement?
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