



Arlington
INDEPENDENT SCHOOL DISTRICT
More Than a Remarkable Education

TO: Principals

FROM: Sue McGahee
Director of Instructional Technology

CC: Steven Harvey
Assistant Superintendent for Technology

DATE: November 29, 2011

RE: Speak Up 2011

In a recent principals' meeting, Steven Harvey encouraged schools to participate in a national research project titled *Speak Up!* The online survey is open to students, parents, and educators until December 23. Results can be viewed online.

Included with this memo, please find instructions for taking the survey. Please post the following link on your campus site and encourage your staff, students, and parents to get involved:
<http://www.speakup4schools.org/speakup2011>

If you need assistance with this process, please contact Susan Anderson at 77551.



Speak Up Survey Instructions for Educators

Speak Up 2011 is open for input until Dec 23rd

- Step 1:** Access the Speak Up Welcome page at <http://www.speakup4schools.org/speakup2011>
- Step 2:** Click the blue button at the top-right for *Educators*.
- Step 3:** Indicate whether you are a teacher, librarian/media specialist or administrator/principal by clicking the button that applies. Then press select.
- Step 4:** Click the state drop down button and select Texas.

Go to the next line and type the name of your school. You may type the first few letters of your campus name.

Click the *Find School* button

On the schools found page, a list of schools matching the letters you typed will appear. Click the school that matches your school's name. The city should match as well.

If you do not see your school, please try again by clicking search at the bottom of the screen. Try using fewer letters from the school's name.

If you still do not see your school's name, please contact Susan Anderson at 77551.

- Step 5:** Select the survey that you would like to take.

Type **aisd** as your school's secret word.

Click the login button.

- Step 6:** Please read the Educator introduction page. Then click the red arrow (next) to begin the survey.

Use the red arrow tabs labeled next and back rather than the browser buttons to navigate through the survey.

For questions with circles, select one answer. For questions with squares, select all that apply.

If you are unsure of a question, skip to the next question.

Thank you for your participation in Speak Up 2011!