

## SUBMISSION GUIDE

# Formative Assessments: Improving Learning for Every Child

### Spotlight Summary

Formative assessment refers to a wide variety of methods that teachers use to conduct in-process evaluations of student comprehension, learning needs, and academic progress. This project aims to identify methods that support both teaching and learning including the critical role students play in their own learning.

### Introduction

These instructions will assume you are starting this process from the Spotlight page on the HundrED website [here](#). Please read the full summary of the Spotlight there before filling in the forms. At the end of each step or “tab” in the submission form, click the

Next >

button to save your work and continue to the next tab. For reference on what a completed innovation page looks like, click [here](#).

### Submission Steps

1. [Create a HundrED Account](#)
2. [Enter Header Information](#)
3. [Enter Description](#)
4. [Enter Quote & Figures](#)
5. [Enter Contact Information](#)
6. [Add Countries](#)
7. [Add Owners](#)
8. [Apply & Publish](#)
9. [\[Optional\] Enter Media & Milestones](#)

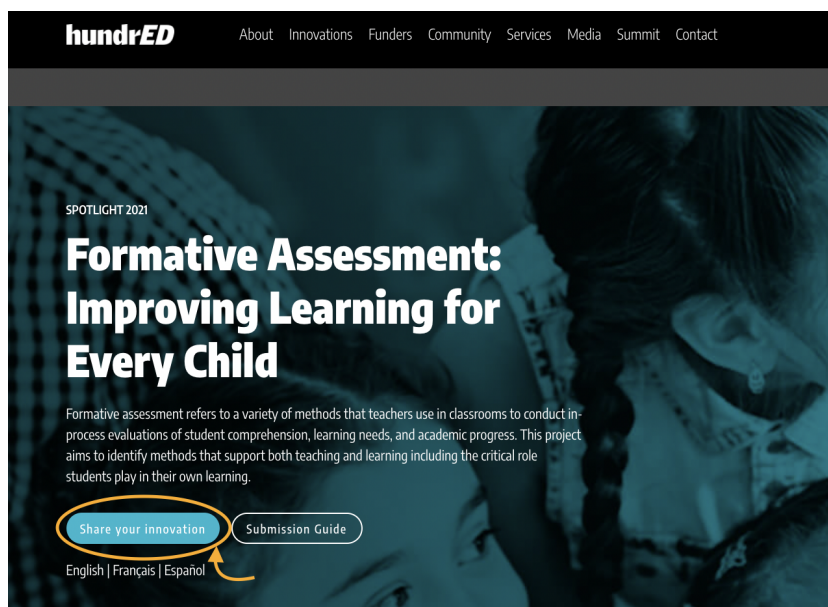
If you have any questions or comments about the review process or have any technical issues please contact the HundrED Research Team at [research@hundred.org](mailto:research@hundred.org)

# 1. Create a HundrED Account

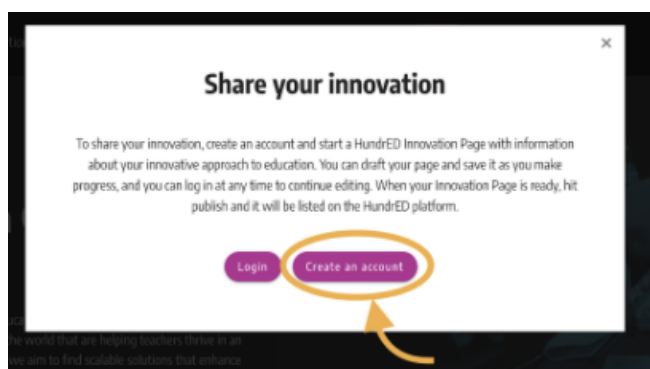
Start here:

<https://hundred.org/en/collections/formative-assessment-improving-learning-for-the-21st-century>

Click **Share your innovation**



Click **Create an account**



If you have any questions or comments about the review process or have any technical issues please contact the HundrED Research Team at [research@hundred.org](mailto:research@hundred.org)








## Login Information

This information will be used to contact you if we have questions about your submission. Your name will also be visible as the owner of the innovation if you opt in.

### Register to HundrED

Already have an account? [Log in](#).

Register with LinkedIn account



or

Please fill all the fields.

☐ I have read and agree with the [Terms of Service](#)

If you have any questions or comments about the review process or have any technical issues please contact the HundrED Research Team at [research@hundred.org](mailto:research@hundred.org)

## 2. Enter Header Information

### Share your innovation

1. The name of your organization, project, or program
2. A brief slogan that serves as the tagline for your innovation
3. The country where your work started
4. Your quick elevator pitch including your problem and solution
5. A cover image that will be displayed at the top of your page

×

### Share your innovation


0 / 100

0 / 100

0 / 80

0 / 400


NO COVER

 Upload cover image

Continue



## Example:



The world's leading expert on scalable education innovations

## HundrED

Helsinki, Finland

HundrED's mission is to improve education through impactful innovations in order to help every child flourish in life, no matter what happens

INCLUSION, LEARNING ENVIRONMENT, REAL WORLD LEARNING, TEACHER TRAINING

## Main Information (continued)

1. A link to a youtube or vimeo link giving an overview on your innovation if you have one
2. Between 1 and 5 categories that **best** describe the focus of your innovation


▶ Youtube/Vimeo link

Categories (from 1 to 5)

21st Century Skills
After School Programs
Artificial Intelligence
Arts
Assessment
Astronomy
Bilingualism
Blended Learning
Bullying Prevention
Character Education
Chemistry
Coding
Collaborative Learning
Creative Thinking
Creativity
Critical Thinking
Dance
Design Thinking
Digital Citizenship
Digital Skills
Displaced Children
Drama
Early Childhood Education
Economically disadvantaged
EdTech
Educator training
Empathy
Employability
Engineering
Entrepreneurship
Equity
Financial Skills
Game Based Learning
Gamification
Gender Equality
Global Citizenship
Health
Inclusion
Language Learning
Leadership
Learning By Doing
Learning Environment
LGBTQIA
Literacy
Math
Media Literacy
Mental Health
Mentoring
Middle School Education
Mindfulness
Music
Nature
Numeracy
Online Learning
Open Educational Resource
Outdoor
Parents
Personalized Learning
Physical Education
Play
Primary Education
Problem Based Learning
Professional Development
Project Based Learning
Public Schools
Reading
Real World Learning
Robotics
Rural Education
Science
Secondary Education
Self-esteem
Skills
Social Emotional Learning
Soft Skills
Special Needs
STEAM
STEM
Storytelling
Student-led
Student Voice

## Example:

If you have any questions or comments about the review process or have any technical issues please contact the HundrED Research Team at [research@hundred.org](mailto:research@hundred.org)



The world's leading expert on scalable education innovations

## HundrED

Helsinki, Finland

HundrED's mission is to improve education through impactful innovations in order to help every child flourish in life, no matter what happens

INCLUSION, LEARNING ENVIRONMENT, REAL WORLD LEARNING, TEACHER TRAINING

## 3. Enter Description

### Intro Information

- Why did you create this innovation?**  
What was the need you saw or the problem you are trying to solve?
- How does your innovation work in practice?** How does your solution address the need or problem? Do you have any evidence that it works? What type of technology and/or methods does your solution use?

MAIN
INTRO
QUOTE
KEY FIGURES
CONTACTS
MAP
OWNERS
APPLY
PUBLISH

Use new introduction with questions
☒

Why did you create this innovation?

0 / 400

How does your innovation work in practice?

0 / 1000

If you have any questions or comments about the review process or have any technical issues please contact the HundrED Research Team at [research@hundred.org](mailto:research@hundred.org)

## Example:

### Intro Information (continued)

1. **How has it been spreading?** What was the need you saw or the problem you are trying to solve?
2. **If I want to try it, what should I do?** What are some main achievements of your solution over the last 1-2 years? What are your goals for the next 2-3 years?

How has it been spreading?

0 / 800

If I want to try it, what should I do?

0 / 400

< Previous

Next >

## Example:

### ABOUT THE INNOVATION

#### Why did you create this innovation?

There are great things happening in education all around the world, but it is difficult to find the ones that are working really well.

#### How does your innovation work in practice?

HundrED's research process is a global selection process with over 150 Academy members in more than 50 countries that select innovations for impact and scalability. After they are selected, we help promote their work to a global audience in over 100 countries. We also help connect them with other education changemakers in the HundrED community that help them spread. We have a series of projects we do with partners (including Spotlights) that help us discover innovations and helps them spread. Finally, our community is at the center of everything we do, making everything happen. They consist of over 350 innovators, 19 country leads, and over 700 ambassadors in over 100 countries.

If you have any questions or comments about the review process or have any technical issues please contact the HundrED Research Team at [research@hundred.org](mailto:research@hundred.org)

## How has it been spreading?

HundrED continues to grow every year, with about 6 projects each year and more partners around the world. For example, we are now working with the LEGO Foundation, the World Bank, and the OECD, all which started in the last 2 years.

## If I want to try it, what should I do?

Anyone can go to [hundred.org](http://hundred.org) and create an innovation page for free. Once an innovation has been selected, we work closely with them to help promote and spread their work. If you would like to connect to a selected innovator, fill out the form on [hundred.org/connect](http://hundred.org/connect) and we can help connect you!

## 4. Enter Quote & Figures

### Quote

1. **Quote** Share a quote on the information, preferably from a user or a supporter
2. **Avatar** Photograph of the quote author if you have it
3. **Author, position** Name of the quote author and position in relation to the innovation (e.g. student, teacher, founder)

### Example:

## Key Figures

1. **Target group** Select from: Students, Teachers, Parents, Leaders, All
2. **Children/Users** Current or annual number of children or other target group impacted
3. **Established Year** First year the solution was used in practice
4. **Organisation Type** For-profit or Not-for-profit
5. **Age from** minimum age of users
6. **Age to** maximum age of users

The screenshot shows a web form titled 'KEY FIGURES' with a progress bar at the top indicating the current step. The form contains the following fields:

- Target Group:** A dropdown menu.
- Children/Users:** A text input field with the value '0'.
- Established year:** A dropdown menu.
- Organisation:** A dropdown menu.
- Age from:** A text input field with the value '0'.
- Age to:** A text input field with the value '0'.

At the bottom of the form, there are two buttons: '< Previous' and 'Next >'.

## Example:

**OVERVIEW**

**HundrED has not validated this innovation**

Anyone can submit their innovation to HundrED Open. All information on this page is provided by the innovator and has not been checked by HundrED. Innovation page has been created by **HundrED Research** on December 15th, 2020

[Contact innovator](#)

**KEY FIGURES**

**Innovation Overview**

<b>ALL</b> TARGET GROUP	<b>200 000 000</b> CHILDREN/USERS	<b>7</b> COUNTRIES
<b>2017</b> ESTABLISHED	<b>Not-for-profit</b> ORGANISATION	<b>21</b> VIEWS

UPDATED ON DECEMBER 16TH, 2020

[Bookmark](#)
[Share](#)

If you have any questions or comments about the review process or have any technical issues please contact the HundrED Research Team at [research@hundred.org](mailto:research@hundred.org)

## 5. Enter Contact Information

### Contacts

These are optional but are often used by reviewers during the selection process

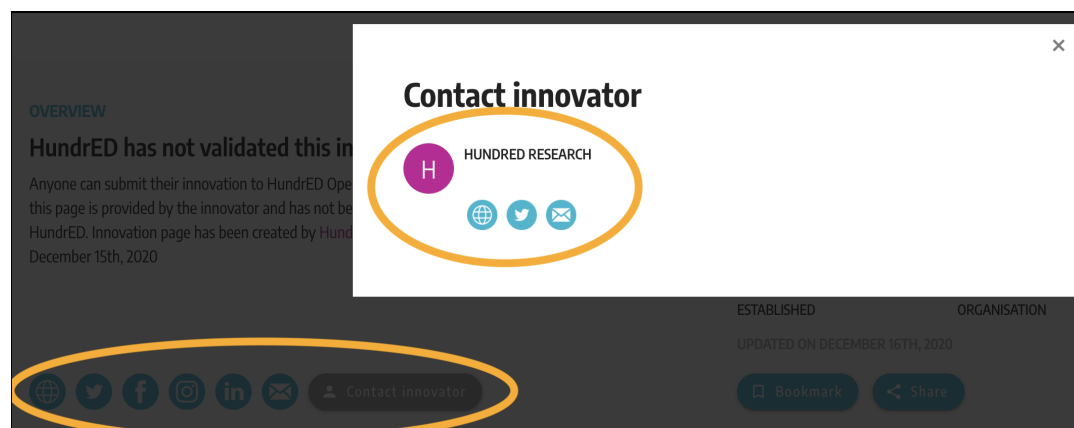
**Please ensure all of the links begin with <http://> or <https://> or they will not work.**

1. Website
2. Twitter
3. Facebook
4. Instagram
5. LinkedIn
6. Contact email
7. Organization Name

The screenshot shows a progress bar at the top with steps: MAIN, INTRO, QUOTE, KEY FIGURES, CONTACTS (highlighted), MAP, OWNERS, APPLY, and PUBLISH. Below the progress bar, a message states: "Contact information is visible for everyone." The form contains the following input fields:

- Website
- Twitter
- Facebook
- Instagram
- LinkedIn
- Contact email
- Organisation name (with a character count of 0 / 100)

### Example:



If you have any questions or comments about the review process or have any technical issues please contact the HundrED Research Team at [research@hundred.org](mailto:research@hundred.org)

## 6. Add Countries

### Countries

Individually add each country that your innovation is used in (starting with your founding country\_, which will show as a Map on your page

✓

✓

●

✓

✓

✓

✓

✓

✓

MAIN

INTRO

QUOTE

KEY FIGURES

CONTACTS

MAP

OWNERS

APPLY

PUBLISH

Countries where your innovation is currently used

📍

Finland

×

Add location

🔍

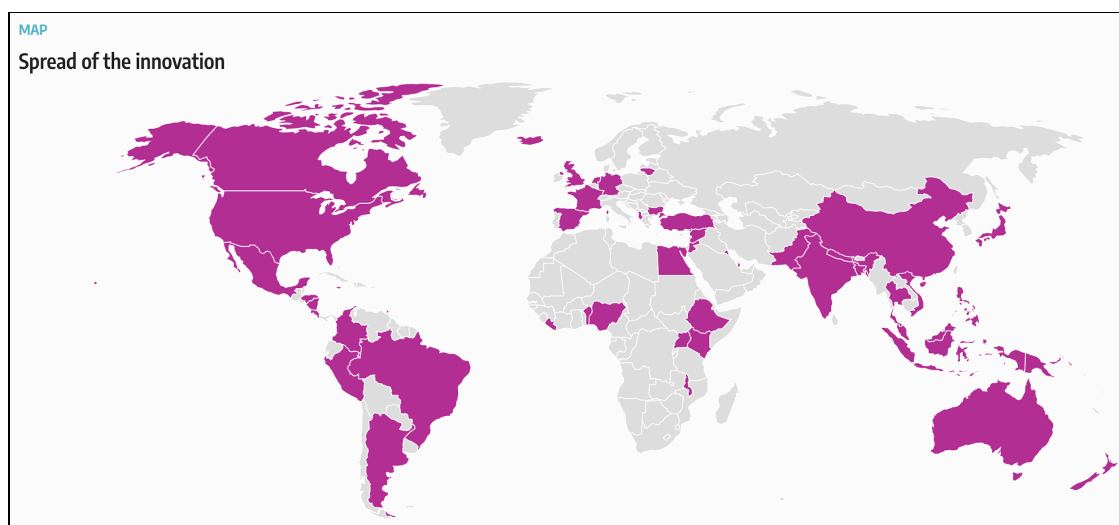
Type country or city name here

Add

< Previous

Next >

### Map Example:



If you have any questions or comments about the review process or have any technical issues please contact the HundrED Research Team at [research@hundred.org](mailto:research@hundred.org)



## 7. Add Owners

### Owners

4. Optionally add any other members of your team that you want to be able to edit the page
5. They will need to have created a HundrED account in order to be added

✓

✓

●

✓

✓

✓

✓

✓

✓

MAIN

INTRO

QUOTE

KEY FIGURES

CONTACTS

MAP

OWNERS

APPLY

PUBLISH

Owner's information marked as visible is public for everyone

H

HundrED Research

○

●

Q

Add owner

Add

< Previous

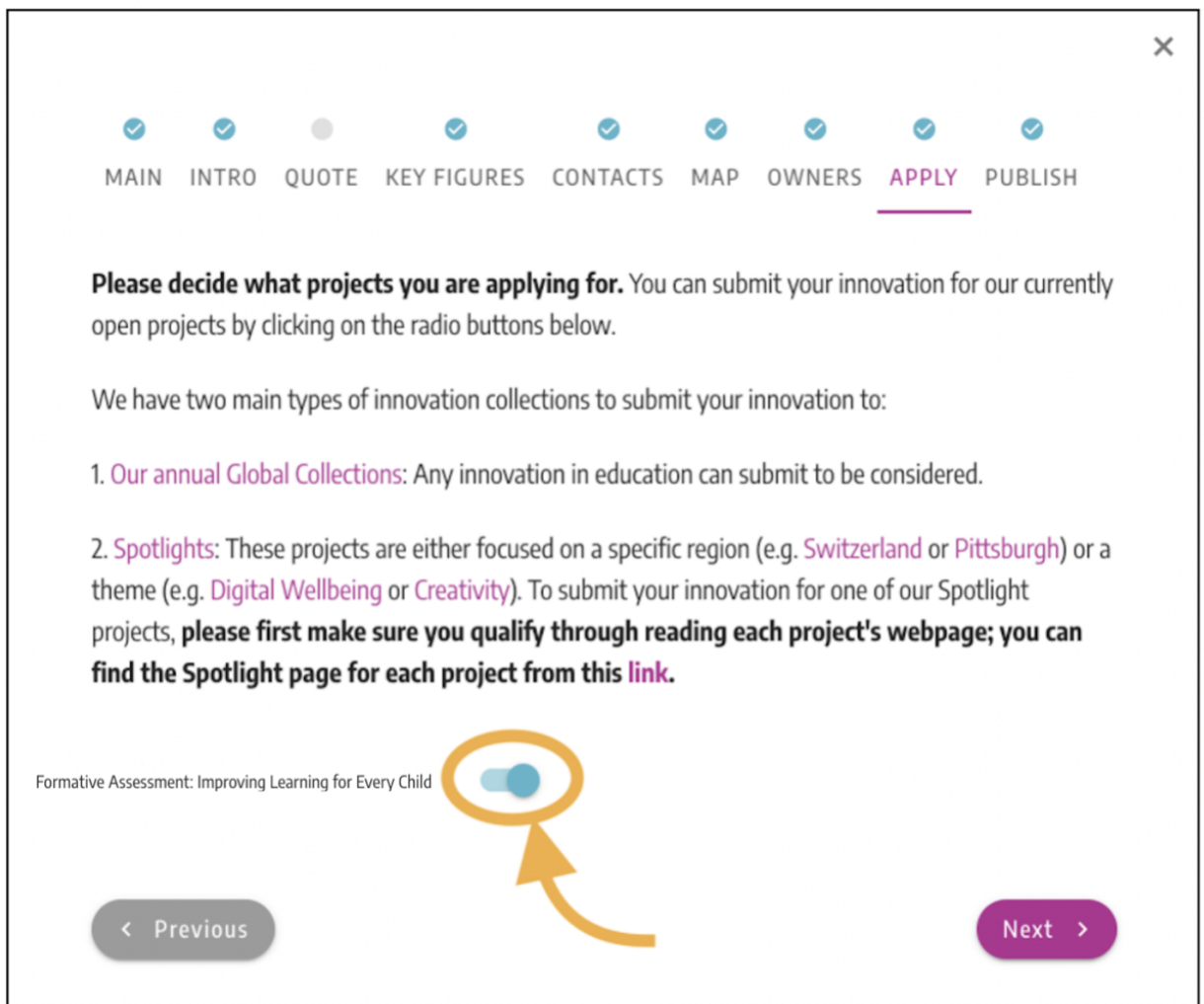
Next >

If you have any questions or comments about the review process or have any technical issues please contact the HundrED Research Team at [research@hundred.org](mailto:research@hundred.org)

## 8. Apply and Publish

### Apply

6. By applying from the Spotlight page, “Formative Assessments: Improving Learning for Every Child” will be toggled
7. If you created an innovation from any other page, you can toggle it on this screen
8. This will ensure your innovation is reviewed for this Spotlight



The screenshot shows a multi-step progress bar at the top with icons for MAIN, INTRO, QUOTE, KEY FIGURES, CONTACTS, MAP, OWNERS, APPLY (highlighted in purple), and PUBLISH. Below the progress bar, the text reads: "Please decide what projects you are applying for. You can submit your innovation for our currently open projects by clicking on the radio buttons below." It then states: "We have two main types of innovation collections to submit your innovation to:" followed by two numbered options: 1. "Our annual Global Collections: Any innovation in education can submit to be considered." and 2. "Spotlights: These projects are either focused on a specific region (e.g. Switzerland or Pittsburgh) or a theme (e.g. Digital Wellbeing or Creativity). To submit your innovation for one of our Spotlight projects, please first make sure you qualify through reading each project's webpage; you can find the Spotlight page for each project from this link." Below this text, there is a toggle switch for "Formative Assessment: Improving Learning for Every Child" which is currently turned on (blue). An orange circle and arrow highlight the toggle switch. At the bottom, there are "Previous" and "Next" buttons.

If you have any questions or comments about the review process or have any technical issues please contact the HundrED Research Team at [research@hundred.org](mailto:research@hundred.org)

## Publish

9. Publishing your innovation will make it visible to anyone who visits
10. You can close this window to see what your innovation looks like before publishing
11. You will be able to edit your page at any point in the future after publishing

✕

✓ MAIN
✓ INTRO
○ QUOTE
✓ KEY FIGURES
✓ CONTACTS
✓ MAP
✓ OWNERS
✓ APPLY
PUBLISH

Publishing your innovation page is only possible if you have filled out the Main and Intro sections. However, please fill out all sections to the best of your ability and review the page from multiple people in your organisation to ensure it is presented well. For inspiration, do spend time reviewing [selected innovation pages](#).

Read [this article](#) to understand our selection process.

Remember to update your innovation page roughly every 4 months and check the owners are current. Again, do not hesitate to email us with any questions.

Thank you!

Publish innovation

☒

< Previous
✕ Close

If you have any questions or comments about the review process or have any technical issues please contact the HundrED Research Team at [research@hundred.org](mailto:research@hundred.org)

## 9. Enter Media & Milestones [Optional]

### Media

**Feature any recent Press Releases or News about your innovation**

12. Once you have published your innovation, scroll down to the Media section
13. Click “Add post” and then enter a title, optional description and image, and link to the website

The image illustrates the process of adding media to the HundrED platform. It is divided into two main parts: the 'Media' section of the user interface and a detailed view of the 'Add post' modal form.

**Media Section:** The top part of the image shows the 'MEDIA' section of the platform. It features the heading 'See this innovation in action' and a link labeled 'Add post' in purple. An orange arrow labeled '1.' points to the 'Add post' link.

**Add post Modal:** The bottom part of the image shows a detailed view of the 'Add post' modal form. It includes the following steps:

- 2.** Click '+ ADD TITLE' (indicated by an orange arrow).
- 3.** Enter the title and description in the text area (indicated by an orange arrow).
- 4.** Click the 'Post it' button (indicated by an orange arrow).

The modal form also includes a rich text editor with various formatting options (bold, italic, link, unlink, image, list, indent, outdent) and a preview of the post content.

If you have any questions or comments about the review process or have any technical issues please contact the HundrED Research Team at [research@hundred.org](mailto:research@hundred.org)


## Milestones

### Feature any recent Achievements or Milestones for your innovation

14. Once you have published your innovation, scroll down to the Milestones section
15. Click “Add one” which will open up the options
16. Add the name of the milestone
17. [Optional] change the cover image
18. [Optional] select date to publish. Will publish instantly if not specified
19. Click “Add”

**MILESTONES**

**Achievements & Awards**




DECEMBER 2020

Add Milestone Title  
Innovation

Add one 1.

**MILESTONES**

**Achievements & Awards**



Change cover image

Choose milestone\* 2.

Or publish at specific date

Add 3.

If you have any questions or comments about the review process or have any technical issues please contact the HundrED Research Team at [research@hundred.org](mailto:research@hundred.org)

## 10. Congratulations, you're done!

### Thank you for submitting

You have submitted your innovation to the Spotlight which will be reviewed by the research team. We will let you know if you have any questions.