**Running an Aspirations assessment**

**Things to do in advance**

To make sure everything runs smoothly, we recommend that:

* A link to [**myaspire.app**](https://myaspire.app/) is on your students’ desktop
* Students will need to know their email addresses to login.
	+ Some schools print these out in advance for Y7 students if they are likely not to remember them - or ask students to have them written in planners and out on the desk before getting started
* It is also helpful for students to have access to their email accounts to reset passwords if needed
* ..or alternatively you can reset their password (instructions [**here**](https://myaspire.zendesk.com/hc/en-gb/articles/360011541559-How-do-I-reset-a-password-)) IF you are marked as their ‘tutor’ in the system

**What students will need to do**

1. Log into computers, open Google Chrome and go to [**myaspire.app**](https://myaspire.app/)
2. Click “Register” if they’re new to Aspire, or “Sign in” if they’ve done Aspire quizzes before
	1. Log ins are usually email addresses. If they are struggling, please check the spelling—incorrectly spelled email addresses are by far the #1 cause of login failures!
	2. If new, they will need to create a secure, memorable password and then agree to the data usage policy
3. Complete 7 self-assessment ‘quizzes’
4. Complete their plan:
	1. This consists of selecting (up to) 5 things to focus on developing during that term; prioritising those things from 1 to 5; setting objectives against each focus area; and choosing activities and resources from the list in Aspire to help them with each objective (full programme only)

**Your Role**

Your primary role is to ensure that as many students get through the assessment as possible in the allocated time.

To do this, we strongly recommend using our [**lesson PowerPoint presentation**](https://myaspire.zendesk.com/hc/en-gb/articles/360017577159-Assessment-Lesson-Plans). If that isn’t possible, it may help to write the following timings on the board and let students know when they should be moving onto the next quiz:

* Me! – 4 minutes
* My Future – 4 minutes
* My Wellbeing – 4 minutes
* My Feelings – 3 minutes
* My Skills – 5 minutes
* My Characteristics – 5 minutes
* My World – 5 minutes
* Making a Plan – 12 minutes
* We have intentionally included some terminology students may not be familiar with, but which it is helpful to understand. ‘Character trait’ is one we see being googled a lot mid-session! Please do encourage this
* Setting realistic yet ambitious objectives is hard, at any age! But it’s a very valuable skill to have, so one worth encouraging students to get right. Some teachers have found it useful to put up scaffolded prompts on the board, or to have a quick class discussion on what an objective is.

**If you run into any problems, give us an email on support@eastlearning.co.uk and we'll be happy to help!**