Instructions for Socrates' Tree Participants
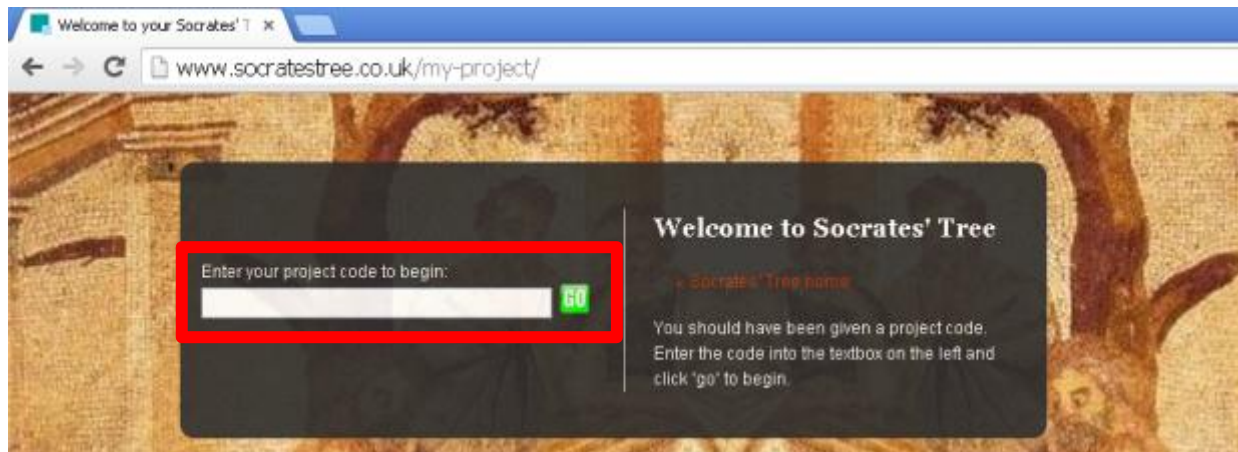
To be shared with students, parents, educators and other stakeholders

1. Go to www.socratestree.co.uk/my-project
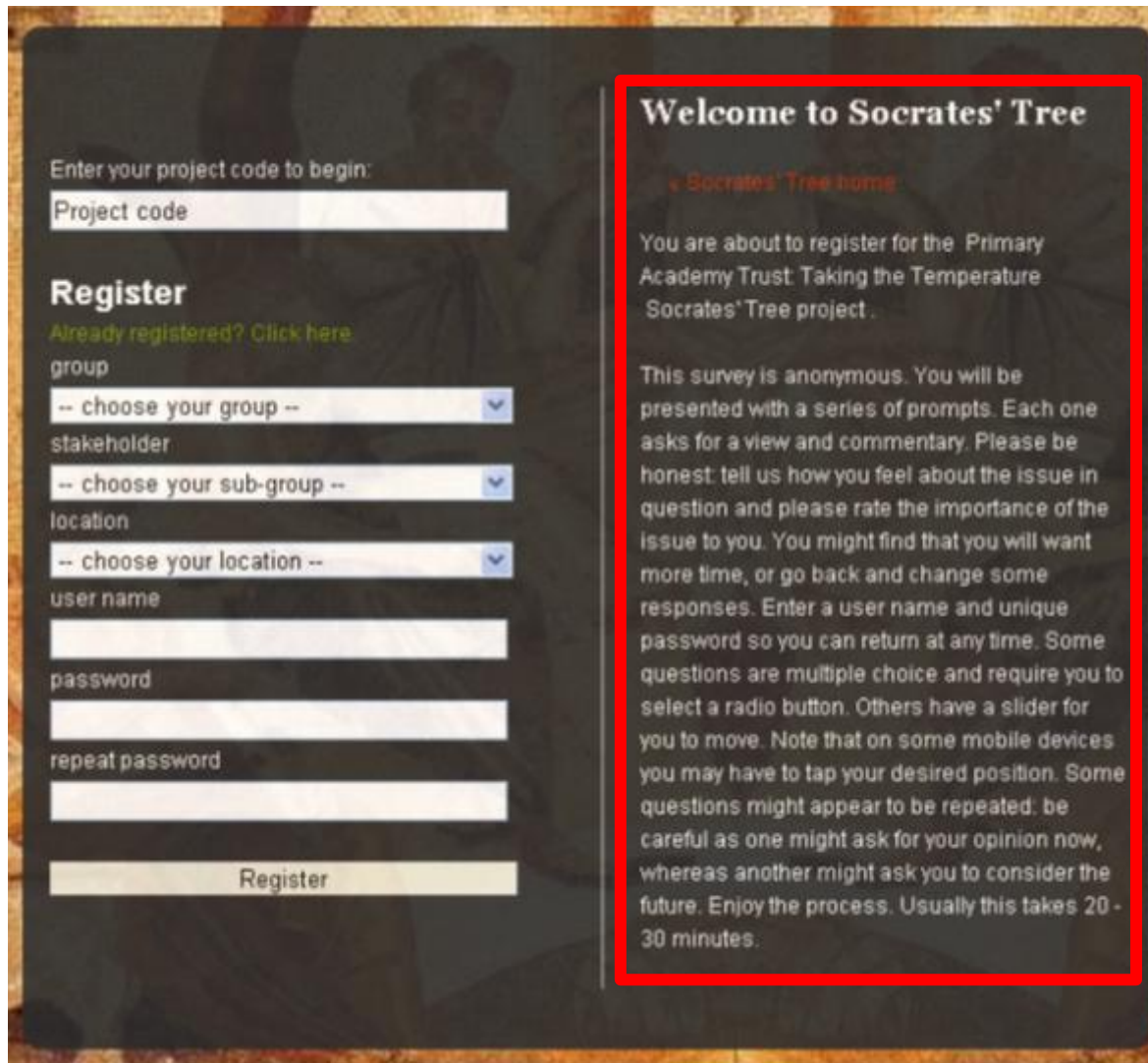
Then enter your project code

This is the first screen.

Enter your project code in the box. The code is usually a variation on the name of your school.

Click **go** or hit the Enter key to continue.

2. Read the information on the right hand side

This is the second screen.

This will give you some extra information about how you can complete Socrates' Tree.

3. Choose your stakeholder group

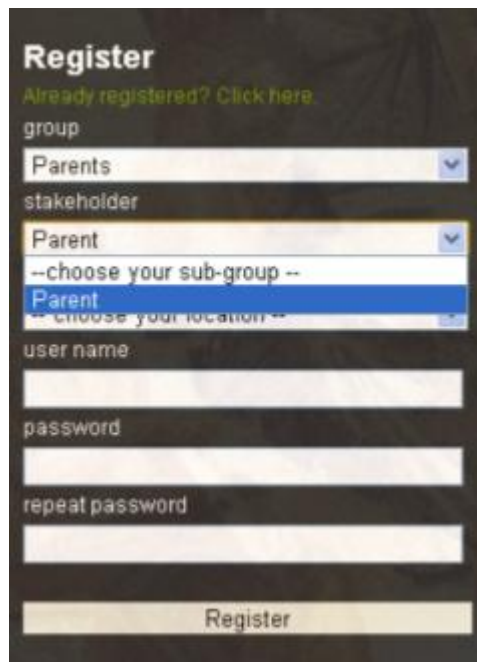a. If you are a **pupil**, select **Students** from the first drop down list labelled **group.**
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b. If you are an educator, eg: a teacher, teaching assistant etc. select **Educators.**

c. If you are a parent, select **Parents** from the first drop down list labelled **group**.

d. If you are a **School Governor** or a **local resident or equivalent**, select **Community** from the first drop down list labelled **group**.

4. Choose your stakeholder sub-group

Parents
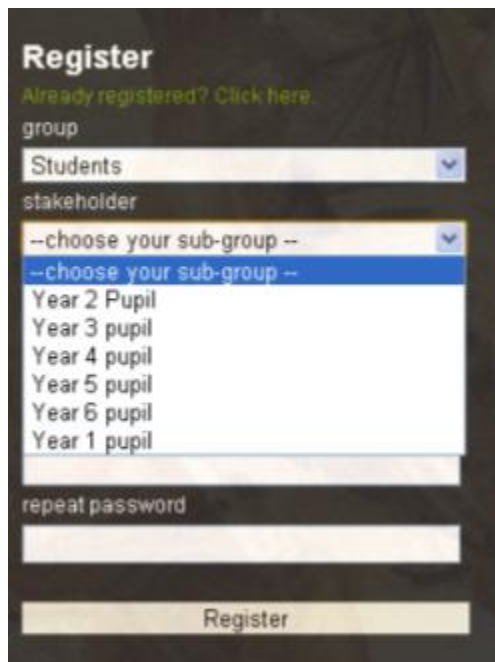
Parents – Select "parents" from the drop down list.

Students
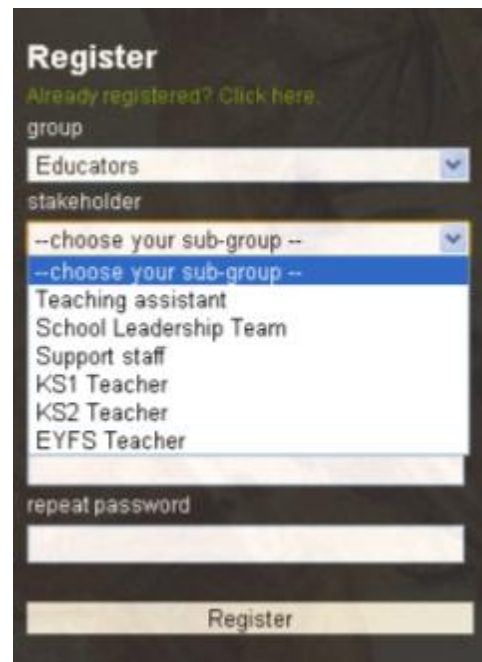
Students – Select your year group from the drop down list.

Educators
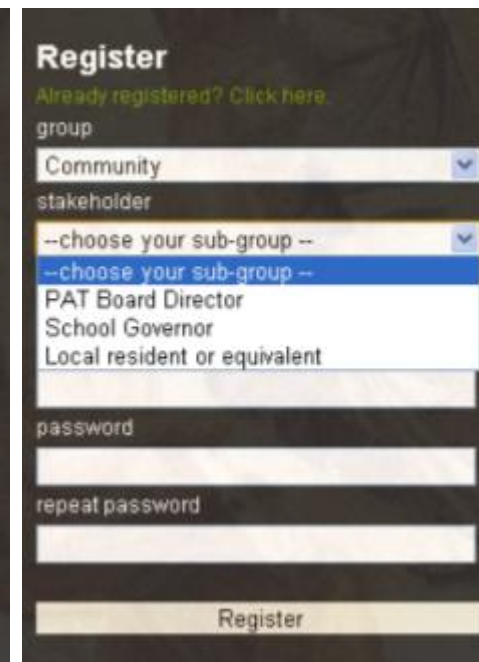
Educators – Select the sub-group of which you are a part. If you are a part of more than one select the most appropriate.

Community

Community – Select the most appropriate sub-group.

5. Choose your location

This drop-down menu will give you an choice for your location, simply click on the correct option.

6. Create a username and password – you're ready to start

Create your own username and password.

You may want to save these somewhere so you can access Socrates' Tree again.

Repeat the password.

Click **register** when you are done – you're now ready to start completing Socrates' Tree.

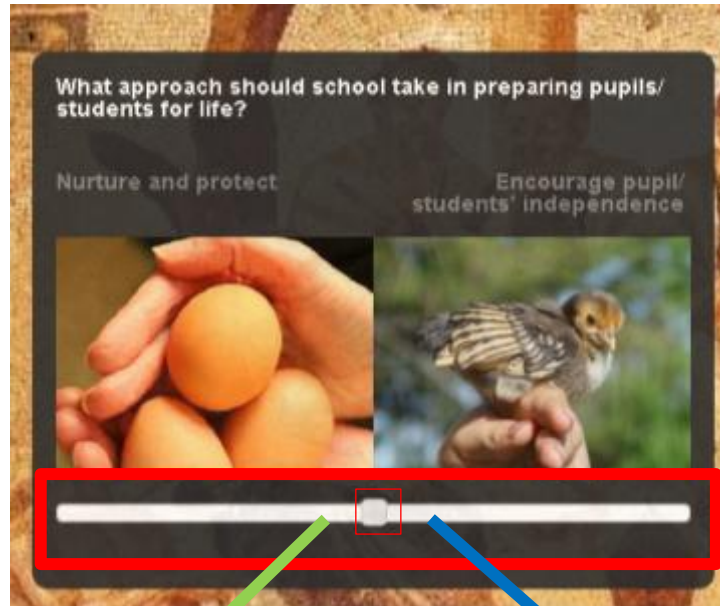# 7. Socrates' Tree question pages

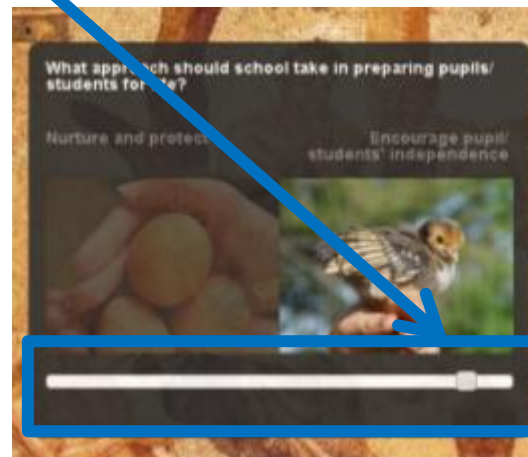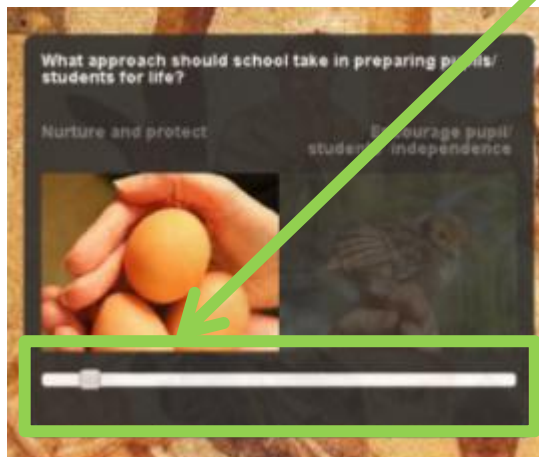These are examples of 'dilemma' and 'multiple choice' questions

8. Dilemma questions

Use the slider to show where you stand on an issue

Click on the slider and drag it left or right to show where your opinions on the issue presented lie.

You will notice the pictures fade to show your preference.

9. Multiple choice questions:

Choose only one of the options, the one you most agree with

In this school are there places you don't like being or people you don't like being with? Please tell us more about your answer in the comments box.

- Yes
- ◉ No
- Unsure

Simply click on the white circle next to the answer you most agree with.

10. Leave comments to explain your thinking

This box can be used to further develop the answer you have provided on the slider or multiple choice.

Comments are hugely useful when analysing results – so please do share your thoughts

11. Rank the question in order of importance

This option lets us know how important you think an issue really is.

The report the school receives will present the responses in the order they were ranked by everyone, so please make sure you tick one of the boxes.

12. Submit your final answers

When you have completed Socrates' Tree and wish to finish entirely, click the **submit** button at the bottom of the last question.

Thank you for completing Socrates' Tree.

Any other queries?

Get in touch…

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