



Speak Up 2010

October 18th - January 21st, 2011

Instructions for **Students** on how to take Speak Up Survey

Step 1: Go to the Speak Up Welcome page at <http://www.speakup4schools.org/speakup2010/>

Step 2: Click on the Green button for “Students to take the survey”

Step 3: Look up your school

- 1.) Click on the state drop down button and select the state that you live in
- 2.) Go down to the next line and type in your school name
**This can be any part of the school name. For Example: For the school St. Agnes-St. Dominic- you can type in Agnes or St. Dom or St. to search.*
- 3.) Click on the “find school” button

Step 4: On the schools found page a list of schools matching the letters you typed in will show up. **Click on the school that matches your school’s name** (the city should match as well)

- 1.) If you do not see your school, please try again by clicking on the search again button at the bottom of the screen. Try step 3 again but try using less letters or a different word from your school’s name.
- 2.) If you still do not see your school’s name, inform your teacher.

Step 5: Select survey and log in

- 1.) Select the survey according to what grade you are in.
- 2.) Type in your school’s secret word in the box provided below. If you are unsure of your school’s secret word ask a teacher.
- 3.) Click on the “log-in button”

Step 6: You will now begin the survey. Please read the introduction page. Then click on the red arrow (next) to begin the survey.

- 1.) Please use the **RED** arrow tabs labeled next and back to go to the next page (not the browser buttons).
- 2.) Please read questions thoroughly. For questions with circles you will choose one answer and for questions with squares you choose all that apply.
- 3.) If you are unsure of a question just skip to the next question.

Thank you for your participation in Speak Up 2010!