

**SEMINARS ABROAD (SA)
*PARTICIPANT***

CFDA NUMBER: 84.018

*IEPS REPORTING SYSTEM PROPOSED
SCREENS*

			
INTERNATIONAL EDUCATION PROGRAMS SERVICE		INTERNATIONAL RESOURCE INFORMATION SYSTEM	
Program:	Fulbright-Hays Seminars Abroad (Participant)	Country:	
Seminar Title:		Report Due Date:	
U.S. Dept of Education Contact:			
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Professional Experience	Orientation Evaluation	In-Country Experience Eval	Language Proficiency
			Curriculum Project
			Outreach Activities
			View/Submit Report

Pre-Seminar Instructions:

1. To enter your pre-seminar report, first click on [Professional Experience](#).
2. Answer the questions on that screen and click the "Save and Continue" button.
3. On the *Orientation Evaluation* screen, rate each category and click the "Save" button.
4. Click the "Logoff" link to exit the system.

Post-Seminar Instructions:

1. To enter your post-seminar report, first click on [In-Country Experience Eval](#).
2. Answer the questions on each screen.
3. Click the Save and Continue button at the bottom of each screen to continue to the next screen.
4. On the *View/Submit Report* screen:
 - o Verify the information you have entered.
 - o If you need to make any changes, click the menu option to return to that screen.
 - o If your report is complete, click the "Submit Report" button at the bottom of the screen.
 - o Once you have submitted your report, you will not be able to make changes.

If you have questions about using the system, click [Contact us](#) to send a question to the help desk.

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U.S. Department of Education
Office of Postsecondary Education
1990 K Street, N.W., Washington, DC 20006-8521
Phone: (202) 502-7700

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Professional Experience

Provide the following information about your professional experience.

* Required fields

Educational level(s) taught or administered: * **Select all that apply**
 Curriculum Specialist
 Elementary school (K-5th)
 Library/Media Resource
 Middle School (6th-8th)
 (for multiple selections, hold down "ctrl" or "apple" and click)

Discipline(s) taught or administered: * **Select all that apply**
 Anthropology
 Archaeology
 Architecture/urban and regional planning
 Area studies
 (for multiple selections, hold down the "ctrl" or "apple" key and click)

Position: * Administrator

How many years have you been in that position? *

How many years have you been an educational professional? *

Have you previously participated in a Fulbright-Hays Seminar or Group Projects Abroad? *

Yes No

If so, for what year(s) and country(ies)?

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Orientation Evaluation

Rate the following aspects of the orientation to the program on a scale of excellent to very poor. You may enter comments below to clarify your ratings. This information will not be viewed by your project director.

* Required fields

Category	Rating				
	Excellent	Good	Fair	Poor	Very Poor NA
1. Readings and other preparatory materials sent and/or recommended to you in advance of the program.					*
2. Information presented at orientation about the logistics of the program.					*
3. Information presented at orientation about the host country culture(s).					*
4. Language instruction, if applicable, at orientation.					*
5. Delivery of the information in the orientation, including pacing and appropriateness.					*
6. Cultural sensitivity of seminar coordinators.					*
7. Adequacy of preparation to make participants feel comfortable and ready to travel.					*
8. Understanding/explanation of what is expected from the participant as an outcome of attendance in program..					*

NA = Not Applicable

Comments: (limit 1,000 characters and spaces)

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Program: Seminar Title: U.S. Dept of Education Contact: Carly Borgmeier (carly.borgmeier@ed.gov)	Fulbright-Hays Seminars Abroad (Participant)	Country: Report Due Date:
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In-Country Experience Evaluation

Click on a link below to enter your in-country experience evaluation for that country.

Enter your in-country evaluation for "_____"

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In-Country Experience Evaluation

Rate the following aspects of your in-country experience in <country name here>. Use the boxes that follow to describe exemplary activities and point out areas for improvement. You may provide general comments or specific comments regarding any category in these boxes. This information will not be viewed by your project director.

* Required fields

Category	Rating				
	Excellent	Good	Fair	Poor	Very Poor NA
1. Balance of lecture, cultural events, cities, sights components of itinerary.					*
2. Pacing of itinerary.					*
3. Quality of host country faculty and teachers.					*
4. Quality of other host country counterparts.					*
5. Quality and value of interaction with other program participants.					*
6. Quality of service provided by host country administering agency (e.g., Fulbright Commission).					*
7. Condition of housing facilities.					*
8. Quality of food and dining services.					*
9. Condition of meeting facilities.					*
10. Meeting special needs of participants.					*

NA = Not Applicable

Exemplary activities: * (limit 4,000 characters and spaces)

Areas for improvement: * (limit 4,000 characters and spaces)

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Curriculum Project

As stated in the *Fulbright-Hays Seminars Abroad Program Terms and Conditions of the Award*, "Participants are required to complete one curriculum project that is relevant to institutions' use on an individual or small group basis."

Enter information concerning your curriculum project. Note that the project may be available to the general public and that you are responsible for presenting it in a professional manner so as to appropriately represent the Fulbright-Hays Seminars Abroad program.

* Required fields

Title: *

Description: *
(limit 1,000 characters and spaces)

Type of project: * Charts, pictures, graphs

Project topic/field: * Select all that apply
 Anthropology
 Archaeology
 Architecture/urban and regional planning
 Area studies
 (for multiple selections, hold down the "ctrl" or "apple" key and click)

Intended audience: * Select all that apply
 Curriculum Specialist
 Elementary school (K-5th)
 Library/Media Resource
 Middle School (6th-8th)

Discussions: *
 1a. Did the project plan change from what the participant originally proposed in the application?
 Yes No
 1b. If yes, how did it change and why?

2. Did the participant think about the project while in country(ies) or upon return to the United States?
 Yes No

3. Did the participant discuss the project with other participants, host agency, or someone else while in country?
 Yes No
 Upon return to the U.S.?
 Yes No

4. Did the participant feel that it would be beneficial to spend more or less time discussing

projects while in country(ies)?

More time should be allotted for project discussion.

Sufficient time was given for project discussion.

Less time should be allotted for project discussion.

5. Does the participant think that attendance in the Seminars Abroad Program has enabled him / her to improve curriculum in the classroom?

Yes No

In the school?

Yes No

Help others in the community understand another culture?

Yes No

6. Was the curriculum project accepted at the school at which the participant teaches?

7. Have your colleagues (teachers in the school or community) used the curriculum project or mentioned that they had interest in using the curriculum in their classrooms?

Yes No

8. What was the response of students or other attendees at your presentation?

Curriculum project attachment(s): * The curriculum project file must be in one of the following formats: MS Word, MS PowerPoint, PDF or HTML.
Note: If your curriculum project is a Web site, upload a word document with a brief description and the url for your Web site.

The size of the file may not exceed 5 MB and you are limited to 2 file uploads only.

The following file is uploaded for this report: _____

no file selected

(Click the "Browse..." button to the right to attach an electronic copy of the curriculum project. When prompted, locate and select the file to upload.)

Upload an additional project file, if any, below: no file selected

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Outreach Activity

Below is a list of outreach records.

- Enter information for each outreach activity you completed or planned as a result of your participation in the program. Include activities such as conference presentations, teacher workshops, media interviews, and articles.
- To view or edit a record, click "Update."
- To remove a record, click "Delete."
- To add an outreach activity, click the "Add an Outreach Activity" button.

Action	Activity Title
Update Delete	

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Outreach Activities

Enter information for each outreach activity you completed or planned as a result of your participation in the program. Include activities such as conference presentations, teacher workshops, media interviews and articles.

*** Required fields**

Type of activity: * Select one

Title of activity: *

Target audience: * Select all that apply
 Business
 Business executives
 Community organization

(for multiple selections, hold down the "ctrl" or "apple" key and click)

State: Select one

Country: * Select one

Is this a completed or planned activity? * Completed Planned

Total attendance:

Comments: (limit 1,000 characters and spaces)

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Please review your report information for accuracy.

If your report is complete, click the "Submit" button at the bottom of the page to submit the report to IEPS.

 [Printer Friendly](#)

Participant name:

Email:

Position title:

Institution:

Address:

Phone:

Fax:

Web address:

Report submitted: No

Missing Items

Professional Experience

Orientation Evaluation

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Date submitted:

■ Outreach Activities

Type of Activity	Title of Activity	Target Audience	Location	Completed?	Total Attendees
Comments:					

Please click on the links below to return to the screen and enter the required information before you submit your report.

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If you have finished entering your report, click

to submit it. After your report is submitted, you will no longer be able to update any of the information in it.

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