



Rules of participation

1. General information

We appreciate your interest in participating in EDU-ARCTIC project. We are happy that you and your students will take part in EDU-ARCTIC activities. We hope that you'll find the project attractive and helpful in your school work. Should you have any comments and remarks, do not hesitate to contact us. Please, read through these rules of participation before agreeing to participate.

The EDU-ARCTIC educational program is organised within the EDU-ARCTIC project. EDU-ARCTIC has received funding from the European Union's Horizon 2020 research and innovation programme under grant agreement No 710240.

2. Background and aims of the project

The EDU-ARCTIC partnership consists of six organizations from five European countries:

- American Systems Ltd., Poland
- Arctic Portal, Iceland
- Institute of Geophysics Polish Academy of Sciences, Poland, Project leader
- Jarðfeingi Faroe Islands Nature Investigation
- Norwegian Institute of Bioeconomy – NIBIO, Norway
- Université de Versailles Saint-Quentin-en-Yvelines, France.

We aim to use interest in the Arctic to encourage European students to pursue careers in the vitally important subjects of Science, Technology, Engineering and Mathematics.

The EDU-ARCTIC objectives are:

- To encourage interest in science, technology, engineering and mathematics (STEM) education among secondary school students
- To provide an innovative and supportive educational program, accessible to schools, educators and students across Europe and beyond
- To establish strong links between the research and education communities by connecting schools to scientists at Arctic research stations and research institutes throughout Europe.

All project activities and tools are freely available, thanks to financial support from the European Commission.

3. Why have I been invited and do I have to take part?

We're inviting all secondary school teachers, along with their 13-20 years old students across Europe to participate.

Your participation is voluntary. You can ask questions about the project before deciding whether or not to participate. If you do agree to participate, you may withdraw yourself from the project at any time, without giving a reason and without penalty.

4. What will happen in the project?

The EDU-ARCTIC program has five components:

- a series of online lessons;
- three teacher trainings across Europe;

- Arctic competitions; winners - students and teachers - will be able to win a trip to visit an Arctic research station and take part in the scientific research being carried out there;
- Environmental Monitoring system of collecting data about the environment around your school;
- Polarpedia – a multi-lingual encyclopedia that explains polar phenomena and scientific terminology.

ENROLMENTS AND NEWSLETTER

All enrolments and applications will be held online, via project portal. Once registered, you will be able to sign up for online lessons, to enrol for teachers' workshop and to declare your participation in competition (as a mentor, along with a student), submit student's work; also, you will be receiving our project newsletter so that you don't miss any news or project activities. You can share your opinions and remarks on website.

EDU-GAME

We want users to participate freely in EDU-ARCTIC program, but we also like to have fun, so that we encourage for internal EDU-ARCTIC competition („gamification“) among users. The more you participate, the more points you get. For every activity here you will get EDU-ARCTIC points. You get points for participating in an online lesson and filling in online questionnaires. The first three users with the highest number of points will get valuable prize: Online lesson broadcasted from the Polar Station in Hornsund or from the Arctowski Antarctic Station, dedicated to their classes only. The lessons will be organised on their desired time. Students will be involved in two-way-communication. It is a unique opportunity and we encourage you to win such lesson for your students. Moreover, top 50 teachers and top 10 schools will be awarded with special certificates for innovative educators and institutions.

FORUM

We encourage you to make contact with teachers from all over Europe via FORUM, in order to exchange your experiences and good practices.

SURVEYS

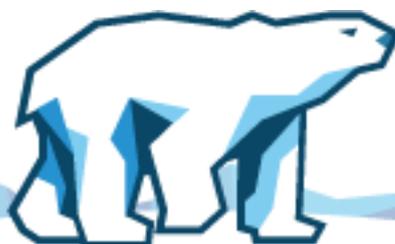
As the EDU-ARCTIC project is funded by the European Commission, but mainly because we want to best suit the needs of its participants and to be useful and efficient, we will examine its impact, as well as the satisfaction of project participants. You will be given some questions; no background knowledge is required, but you will be asked to share your observations on students' knowledge and behaviour.

Please note that your participation in the evaluation process is by all means voluntary and you can withdraw from it at any stage without any consequences. However, for every survey you receive extra points in EDU-GAME. Only data aggregated to levels that will not allow the identification of individual respondents will be released for publication.

Most surveys will be conducted with the use of CAWI Method (Computer-assisted web interviewing), with a dedicated online questionnaire format. It's an optimal solution chosen for your convenience, as it can be completed at any chosen time, anywhere, only with access to internet. The survey doesn't take much time (several minutes each).

We prepared 3 types of questionnaires:

- 1) Skills assessment (entry and after survey)
- 2) Main survey (entry and after survey)
- 3) Arctic transmissions survey



SCOPE AND DETAILS OF EACH SURVEY:

1) SKILLS ASSESSMENT

METHOD: CAWI

The sheet consists of approx. 13 questions concerning general opinions about the influence of the project on pupils' skills.

The observational sheet will be filled in twice: as an ENTRY SURVEY (at the latest 2 weeks after your school will have joined the project) and an AFTER SURVEY (after two full years of participation in the project or at the end of the project), in order to compare the result and assess project's impact.

2) MAIN SURVEY

METHOD: CAWI

The sheet consists of approx. 9 questions, regarding: understanding the presented educational material; opinions about educational material, opinions about online lessons, Polarpedia, monitoring system; opinions about technical issues during transmissions etc.

The survey is to be conducted twice – the first one at mid-term and the second ex-post, in order to monitor the process and see the reaction of pupils while taking part in the educational program.

3) ARCTIC TRANSMISSION SURVEY

METHOD: CAWI

The sheet will consist of approx. 8 questions, regarding the course of lesson, its attractiveness, communication ability of the host etc.

This survey will be conducted after each lesson to make sure that lessons meet your requirements and react/make improvements without delay, if necessary.

5. Are there any potential risks in taking part?

Given the nature of the EDU-ARCTIC, which is an international project, the primary and official language communication, including workshops and transmission, will be English. If this is not native language for you and your students, it can cause a potential difficulty, especially in terms of scientific vocabulary.

HOW DO WE ASSIST: Polarpedia will provide you with scientific vocabulary in multiple languages. Also, some online lessons may be conducted in national languages, if necessary.

Moreover, problems may arise related to technical aspects of online transmission.

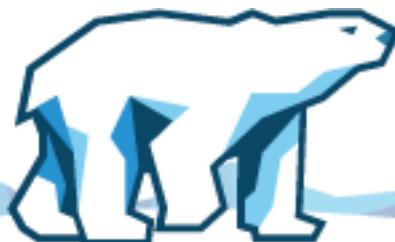
HOW DO WE ASSIST: We will provide you with all the support you require, also we will arrange test-video transmissions so that you can gain confidence and enjoy the lessons seamlessly, without any difficulties. Moreover, technical support is available for you.

6. Are there any benefits in taking part?

The EDU-ARCTIC project provides a variety of benefits for students and teachers. You receive access to online lessons, Polarpedia, Monitoring systems, Arctic competitions, Teacher workshops and Training sessions absolutely free, thanks to financial contribution of European Commission.

The primary goal of EDU-ARCTIC is to encourage interest in science, technology, engineering and mathematics (STEM) education among students aged 13 - 20, by providing an innovative and attractive educational programme accessible to schools all across Europe.

Students participating in the project will have a unique possibility to get to know what scientific careers are like and learn more about different research disciplines while learning how to apply the scientific method and develop crucial problem-solving skills.



7. What happens to the data provided?

Your data operator is American Systems sp. z o.o., based in Poland, Poznań, 27 Grudnia 7. We ensure that your data is collected only to the extent necessary, is adequately protected, and will not be shared or used for marketing purposes. For more details, see: [Data Use Policy](#).

Data collected via online surveys will be used for proper improvements of the educational program and its tools. Data will also serve to assess the general impact of the project. All data from the surveys will be aggregated to levels that will not allow the identification of individual respondents.

8. Will the project results and materials be published?

We are committed to the dissemination of the project for the benefit of society. All elaborated public material will be available on our project website. Your registration data will not be visible to anyone but your Data Operator. As for surveys' results, only data aggregated to levels that will not allow the identification of individual respondents will be released for publication. Only statistic reports will be shared with other beneficiaries and the European Commission.

9. Who has reviewed the project?

The project was reviewed by, and received approval from the Committee on ethics in scientific research of IGF PAS' Scientific Council (reference no. KE/1/2016 issued on 9 DEC 2016).

10. Who do I contact if I have a concern about the study or I wish to complain?

If you have a concern about any aspect of this project, please do not hesitate to contact:

- the Project Leader (Institute of Geophysics PAS);
- the Data operator (American Systems);
- any one of the project partners.

11. Contact Details

You can contact all of the partners in English. We also provide assistance in some other European languages:

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