

Texercise Assessments Instructions

Thank you for hosting a Texercise program. As a program host site, you are required to submit the data from your participants' pre- and post-assessments. To submit assessment data, follow the instructions below.

Pre and post assessments

- Pre-assessment – distribute at the start of the first session and collect completed assessments at the end of the class.
- Post-assessment – distribute at the start of the last session and collect completed assessments at the end of the class.
- For all assessments participants should:
 - Initial their assessment (to ensure they get their personal assessment back.)
 - Answer all questions on the assessment.

Data

Compile the completed assessments and calculate the averages for each field. For example:

- Average age of participants is 75.
- 10 out of 20 participants answered yes “I currently drink sugary drink more often than water.”

Online Data Entry

- Log into your Texercise online ordering system account at <https://txhhs.force.com/Texercise/s/login/>.
- Select the “Evaluations Tab” and the specific evaluation you will be entering data for – participant pre-assessment, participant post assessment or facilitator post survey
- Enter the evaluation data:
 - Demographic data will ask for the total number of participants, total females and males, city and ZIP code of program site, average age of participant, and total number of participants receiving English and Spanish materials.
 - Participant pre- and post-assessment data will ask for the total number of participants who answered yes for each question for that assessment.
- Submit when you have entered all evaluation data.*
- Return the completed assessments to the participants.

*Please have all assessment data entered into the Texercise online ordering system within two-weeks of collection.

