Global Symbols

# Video Transcript for Voting Sessions

The video in on YouTube at <https://youtu.be/adFqAXd9fmw>

Introduction to managing a voting session on Global Symbols. Creating a survey, sending it out to participants. Seeing how voting takes place and analysing the results.

## **Key points in the video**

0.07 - 0.34 secs: Sign up to register as a manager of an AAC symbol voting session

0.34 secs: Create a new draft symbol set for a voting session as a survey.

1.19 secs: Uploading newly designed symbols or ones stored on a computer

2.57 secs: Creating a survey and adding new symbols.

3.52 secs: Adding more symbols from other symbol sets on Global Symbols.

4.49 secs: Setting up the survey and collecting feedback by sending a URL of the survey to voters (participants)

5.14 secs: Changing role - as a voter using an acceptance scale of 1-5 where 3.5 fails

8.03 secs: Back to the manager role to view feedback section - end survey

8.18 secs: Viewing the results - statistics and Excel spreadsheet

9.00 secs: Archive the survey to view later.

Transcript

Welcome to Global Symbols, the first thing to do is to sign up if you are managing a survey or voting session. We do not collect your data other than to keep your log in and certainly we will not be sharing any data. Make sure you have a secure password. Go to the symbol sets and if you are going to run a survey, create your own symbol set. This need not be a symbol set designed just with your own symbols you can add other symbols from other open symbol sets.

You do not need to fill this screen in completely, you can do this later when you decide how you will publish it, especially if it is a set that contains quite a few symbols from other sets. You may want to add the name of those sets later on. We are going to add a symbol from your computer. You can upload one from something you designed or once again from another set that perhaps you have been using symbols from. In this case I am just going to use a book. I am choosing the English language and I am going to give it a label. You can edit this symbol at any time. This one happens to come from ARASAAC but there are others available from the other sets. I am going to add it my Core Vocabulary and you will see it sitting there.

I am going to add another symbol, again you can draw your own symbol, you can change the part of speech at any time and you can add a concept in the edit mode. But I am going to choose a stick symbol in this case. Although the image label on thing I can choose not only the part of speech but also to re-label it so that it just says goodbye in this case.

I go back to my symbol set to check that it is in place and now I am going to start to build my survey.

When I create a survey I need to give it a name. In this case Core Vocabulary because we are going to look at some simple words that might be used early on. I am not going to fill in any of the other details at this stage, because once again I can edit the survey at any time.

I am going back to my new symbol set and adding those symbols to the survey called Core Vocabulary. I put those in place first and then I think I am going to add some symbols from one of the other symbol sets we have. So I am just going to select add another and I am going to type in here up and go and look for a symbol for up and I'll choose that one from the Mulberry symbol set.

I am going to add another, down and once again I will choose one from the Mulberry symbol set. So I am mixing symbol sets in this case. But that may not be something you want to do, you may wish to choose symbols all from the same symbol set. in this case I am going to choose an ARASAAC one.

Now I am going to look at how many symbols I have got. I think that is enough for this little example of how to build a survey. So I am going to now make my survey and set a date for when I wish it to be completed. So we are going to allow this one to go on until September and we will begin collecting feedback. Now here we copy the URL or web address and we send it to those participants that we wish to have joining our survey.

Now I am changing my role, I am now acting as if I was voting on symbol set. I have cut and pasted the web address into my browser and I am filling details of who I am, what my role is and I am going to begin the survey. Now that I am voting I can choose out of a scale of 1-5 whether I like the symbol or not, that I have a good feeling about it, whether it represents the word, the colour contrast is good and whether it's culturally sensitive. In other words it suit the location where we are going to be working, it feels right for our social setting, and also perhaps for the task and the person who is going to use it.

I am always going to write a comment because that actually helps the designer and in this case, I feel the book should have some sentences and a picture. I am not very keen on stick symbols. I don't feel they are going to suit my young child that I am going to be working with so I am not quite so kind about the marks that I am giving it. It's going to have marks that are below 3.5 for certain elements. This means it will fail and will probably need to go back to the designer or I'll need to choose another symbol from the symbol sets. The up arrow probably fairs better, in that I quite like the up arrow although it may not say I am going to stand up. So in some case this one may not be suitable but for just saying up I think this is quite a good symbol. And the same for down.

When I have filled in my comment I can always go back and write a new one if I am not happy with it. But if I wish to go on I will go on to the next symbol and save the answer and here we can see there are several languages. Now you can choose just to view just one language in the voting session when you set up the survey. So, now as the voter I have been sent back to the main page of Global Symbols.

As the manager of the system I go back to the feedback section and if I am going to end the survey, I will then see my results. I can choose to look when I collect the feedback at individual responses. In this case we only have one and we can see that some of the marks are quite low but probably on average if I want to look the statistics I will see that they have passed, because they're.... well in fact that first book one didn't pass and nor did the goodbye. The other two symbols are above the 3.5 rating which wew say is acceptable.

If I go and look at Excel spreadsheet that I can download, I will get a much more detailed offering and I can make graphs and obviously work with that as I would normally do in Excel.

I am going to archive the survey as I am not going to use it again. I might rename it so that I can use the words Core Vocabulary for another survey, in this case I am going to out Core Vocabulary archived and I have finished the voting sessions.