Analysis Presentations Templates: Planning and Findings

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February 2018

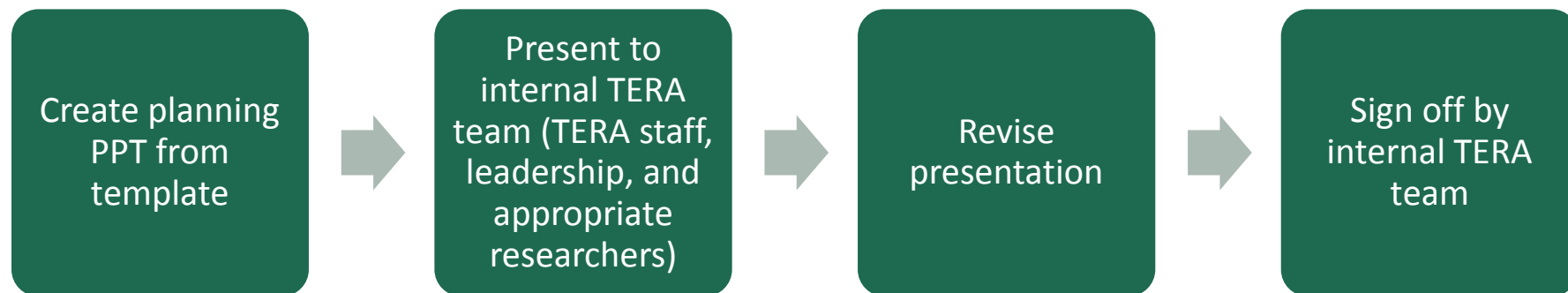# Analysis Presentations: Purpose

- The purpose of these analysis presentations is to prompt focused, internal discussion and feedback on:
  - The purpose of the analysis
    - What is it and should we be doing this in the first place?
  - The audiences of the analysis
    - Who is the primary audience? Who are secondary audiences?
  - The methodology of the analysis
    - Is the methodology sound? How could it be tweaked? Can you relay what you did in accessible language?
  - The best ways to talk about the analysis for TERA's primary audiences (methodology and findings)
    - Are we answering the "so what?" and "why does this matter?" questions?

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Analysis Presentations: Goals

- To create clarity throughout the research process around purpose, audience, methodology, and messaging of the analysis

- To have an iterative document that we can revisit, reflect on, and adjust accordingly as the analysis evolves

- To produce sound analyses that speak to and are actionable for TDOE staff and/or district and school leaders
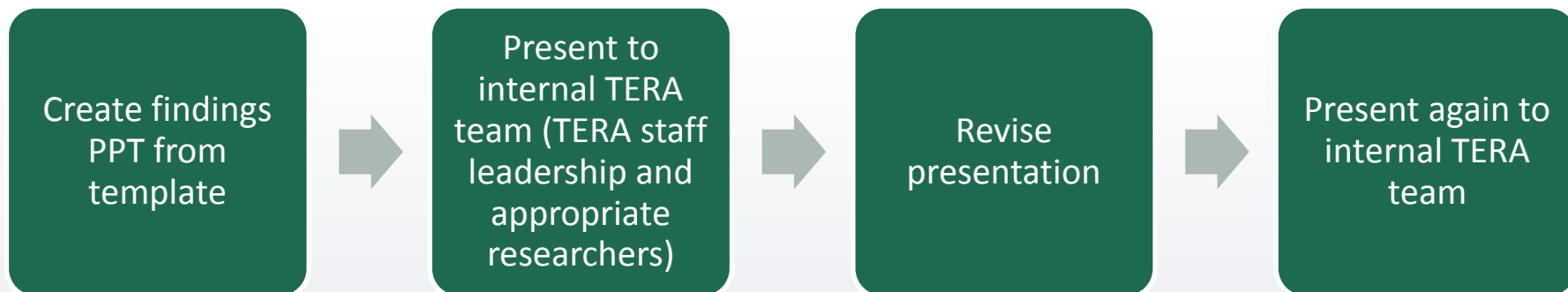
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Analysis Presentations: Review Process

PLANNING PRESENTATION

| Create planning PPT from template | → | Present to internal TERA team (TERA staff, leadership, and appropriate researchers) | → | Revise presentation | → | Sign off by internal TERA team |

------------ **CONDUCT ANALYSIS** ------------

FINDINGS PRESENTATION

| Create findings PPT from template | → | Present to internal TERA team (TERA staff leadership and appropriate researchers) | → | Revise presentation | → | Present again to internal TERA team |

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Keep in Mind: TERA's Mission

The Tennessee Education Research Alliance is a research-policy-practice partnership committed to creating an expanding body of knowledge on a set of interrelated areas of focus that directly impact Tennessee's school improvement strategies.

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Keep in Mind: TERA's Audiences

Primary audiences need clear, concise, & well-reasoned (but non-technical) guidance on practical matters that advance TDOE objectives

Primary Audiences

- TDOE staff (with limited research background)
- State policymakers
- Advisory Council
- Local education leaders

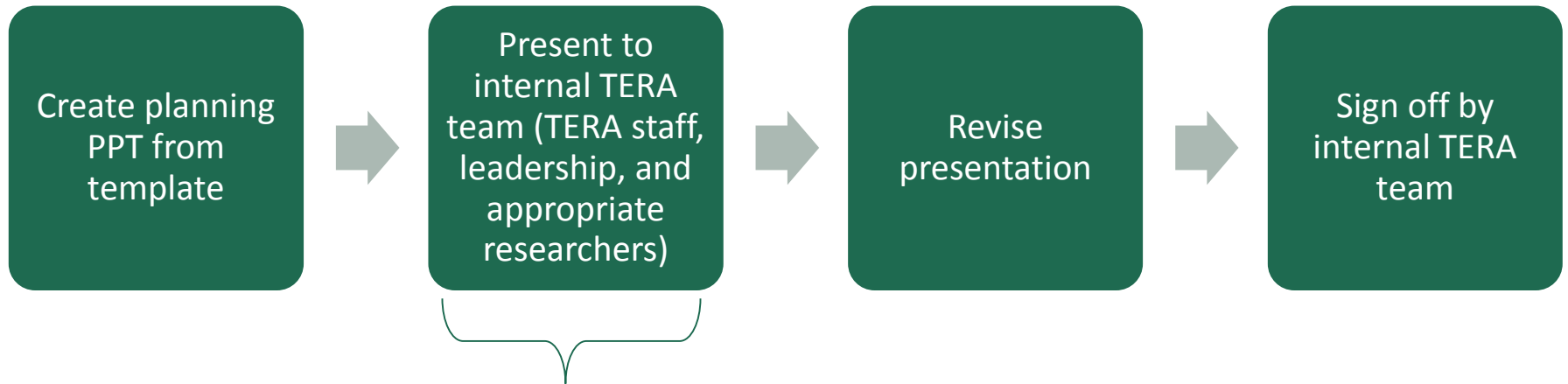## Secondary Audiences

- TDOE research savvy staff
- Research community

In order to fulfill our mission, TERA must communicate effectively with *all groups*

Secondary audiences need technical/semi-technical analyses that illuminate important issues related to TDOE objectives

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Planning Review Process

Create planning PPT from template

→

Present to internal TERA team (TERA staff, leadership, and appropriate researchers)

→

Revise presentation

→

Sign off by internal TERA team

This is the time for the TERA review team to…

1) Ask clarifying questions
2) Paraphrase points
3) Pose suggestions

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Planning: Setting the Stage

Provide answers to the following questions:

- What is the topic and overall purpose?

- Who are the primary and secondary audiences?

- What are the research questions?

- What is the purpose of each question (i.e. why is each question important for our primary audience?)

Planning: Getting Grounded

- How does answering these research questions build on/complement previous research (TERA and other)/fit into the larger narrative in the research strand?

- Prompt:
  - On this topic, we've already found _____ .
  - But that doesn't tell us _____ and without knowing that, we can't _____.

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Planning: Methods

- For each research question, summarize the general steps you will take to answer it (include what measures you will use)

- Prompt: In order to…
  - First we will,
  - Then we will,
  - After that we will…

- Repeat prompt for each research question

Planning: Possible Findings

For each research question, what are possible findings that would help TERA's primary audience **understand core challenges, design and improve solutions, and/or evaluate results?**

Prompt: For each question, fill in…

1. If we found _____, that would suggest _____.
2. But if we instead found _____, that would suggest _____.
3. But we still won't know _____.
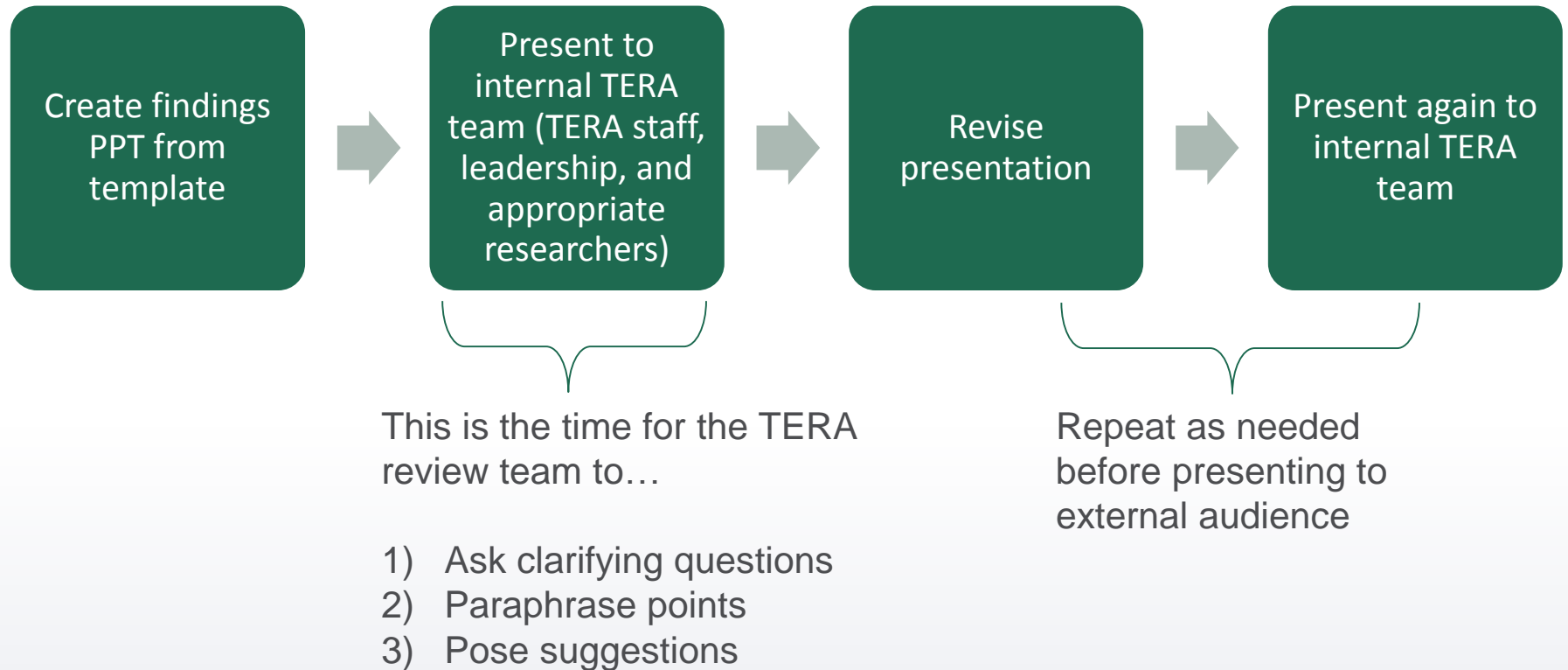
Planning: TERA Products/Communications

Provide answers to the following questions:

- What product/suite of products will help us best reach our identified audiences?

- Who within our network can help us promote/disseminate this piece?

Findings Presentation Template

Findings Review Process

Create findings PPT from template

→

Present to internal TERA team (TERA staff, leadership, and appropriate researchers)

→

Revise presentation

→

Present again to internal TERA team

This is the time for the TERA review team to…

1) Ask clarifying questions
2) Paraphrase points
3) Pose suggestions

Repeat as needed before presenting to external audience

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Findings: Setting the Stage

Provide answers to the following questions:

- What is the topic and overall purpose?

- Who are the primary and secondary audiences?

- What are the research questions?

- What is the purpose of each question (i.e. why is each question important for our primary audience?)

Findings: Getting Grounded

- How does answering these research questions build on/complement previous research (TERA and other) fit into the larger narrative in the research strand?

- Prompt:
  - On this topic, we've already found _____ .
  - But that doesn't tell us _____ and without knowing that, we can't _____.

Findings: Methods

- For each research question, summarize the general steps you took to answer it in a plain English, accessible way (include what measures you used)
- Prompt: In order to…
  - First we,
  - Then we,
  - After that we…
- Repeat prompt for each research question

Findings: Findings Explanation Part 1

For each research question, answer the following questions:

- What did you find?

- Without using numbers, what important general trends were revealed?

- Using numbers/equivalents that the primary audience will understand, how big were the trends? (Addresses the "how much should we care" component.)

    - e.g. all other things being equal, having a principal rated 4 instead of 2 is associated with moving student achievement in math from the 50th to the 59th percentile in the state.

Findings: Findings Explanation Part 2

For each finding, create one or more charts. Here are some tips:

- Whenever possible, use charts and not tables
- Limit the amount of data on each chart
  - Charts are easier to interpret if they show just 1-2 or patterns (Charts that show many overlapping lines confuse)
  - Ask yourself, what's the least amount of data that can convey the general trend? Or can I use one illustrative example instead of showing all results?
  - Consider using multiple panels for similar analyses (e.g.. Instead of putting all data in one chart, use three panels, each showing the same analysis for different groups of schools – elementary, middle, and high.)

- Write chart titles that describe the pattern revealed (e.g. Schools with more highly rated principals experience more growth in student achievement)
- Include notes that explain the units, including what they are relative to (e.g. Standard Deviations +/- average TEAM rating in the state)
- Limit the number of charts per slide: whenever possible, one chart per slide

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Findings: Implications

Provide answers to the following questions:

- Implications for policy and practice: How do these findings help TERA's primary audience to):
  - better understand core challenges,
  - design and improve solutions, and/or
  - evaluate results
- What are the implications for future research?
  - What important unknowns remain?
  - How will TERA address them?

Findings: TERA Products/Communications

Provide answers to the following questions:

- What product/suite of products will help us best reach our identified audiences?

- Who within our network can help us promote/disseminate this piece?