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#### **SUBMISSION GUIDE**

# **Teachers for a Changing World:**

# Transforming Teacher Professional Development

### **Spotlight Summary**

The World Bank Group and HundrED are teaming up, with financing from the Global Partnership for Education (GPE), to identify and share leading solutions from around the world that are helping teachers thrive in an ever-changing classroom.

#### Introduction

These instructions will assume you are starting this process from the Spotlight page on the HundrED website <a href="here">here</a>. Please read the full summary of the Spotlight there, and reference the submission criteria <a href="here">here</a> before filling in the forms. At the end of each step or "tab" in the submission form, click the



button to save your work and continue to the next tab.

For reference on what a completed innovation page looks like, click here.

### **Submission Steps**

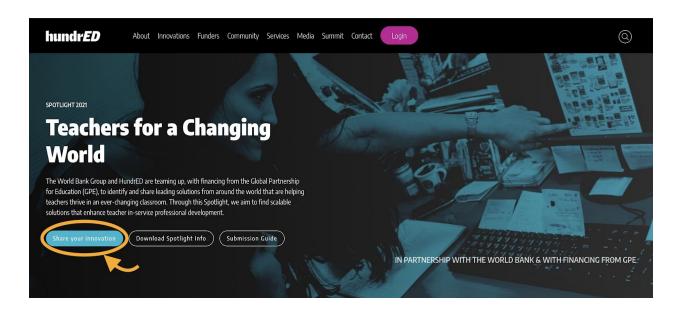
- 1. Create a HundrED Account
- 2. Enter Header Information
- 3. Enter Description
- 4. Enter Quote & Figures
- 5. Enter Contact Information
- 6. Add Countries
- 7. Add Owners
- 8. Apply & Publish
- 9. [Optional] Enter Media & Milestones



### 1. Create a HundrED Account

Start here: <a href="https://hundred.org/teachers-for-a-changing-world">https://hundred.org/teachers-for-a-changing-world</a>

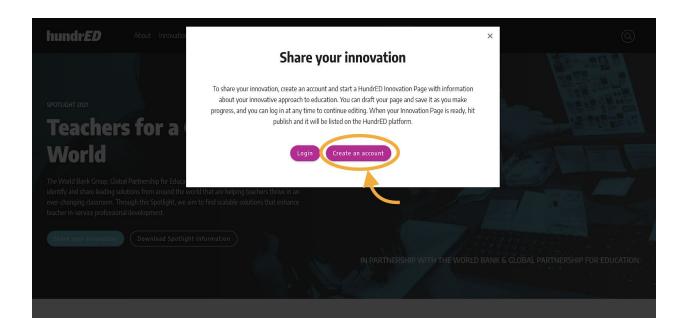
## **Click Share your innovation**







#### **Click Create an account**

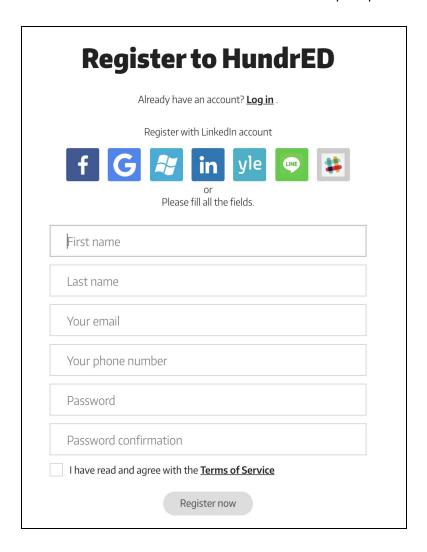




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#### **Login Information**

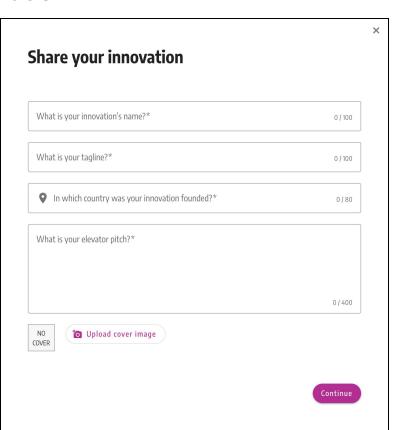
This information will be used to contact you if we have questions about your submission. Your name will also be visible as the owner of the innovation if you opt in.



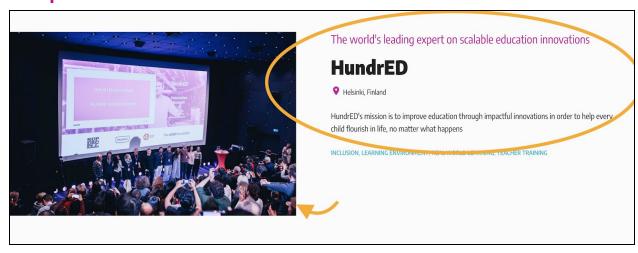
# 2. Enter Header Information

#### **Main Information**

- ☐ The name of your organization, project, or program
- ☐ A brief slogan that serves as the tagline for your innovation
- ☐ The country where your work started
- ☐ Your quick elevator pitch with your problem and solution
- A cover image that will be displayed at the top of your page



### **Example:**



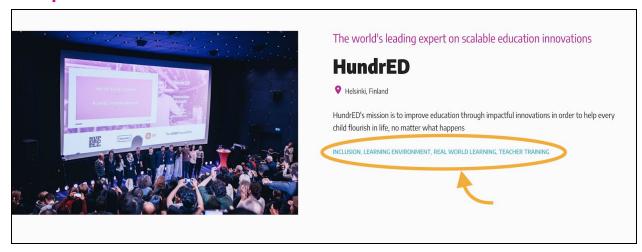


#### **Main Information (continued)**

- A link to a youtube or vimeo link giving an overview on your innovation if you have one
- Between 1 and 5 categories that **best** describe the focus of your innovation



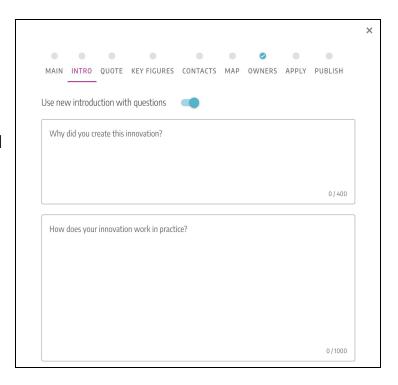
#### **Example:**



# 3. Enter Description

#### **Intro Information**

- ☐ Why did you create this innovation? What was the need you saw or the problem you are trying to solve?
- How does your innovation
  work in practice? How does
  your solution address the need
  or problem? Do you have any
  evidence that it works? What
  type of technology and/or
  methods does your solution use?



#### **Example:**

#### **ABOUT THE INNOVATION**

### Why did you create this innovation?

There are great things happening in education all around the world, but it is difficult to find the ones that are working really well.

### How does your innovation work in practice?

HundrED's research process is a global selection process with over 150 Academy members in more than 50 countries that select innovations for impact and scalability. After they are selected, we help promote their work to a global audience in over 100 countries. We also help connect them with other education changemakers in the HundrED community that help them spread. We have a series of projects we do with partners (including Spotlights) that help us discover innovations and helps them spread. Finally, our community is at the center of everything we do, making everything happen. They consist of over 350 innovators, 19 country leads, and over 700 ambassadors in over 100 countries.



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#### **Intro Information (continued)**

- How has it been spreading? What was the need you saw or the problem you are trying to solve?
- If I want to try it, what should I do? What are some main achievements of your solution over the last 1-2 years? What are your goals for the next 2-3 years?



### **Example:**

### How has it been spreading?

HundrED continues to grow every year, with about 6 projects each year and more partners around the world. For example, we are now working with the LEGO Foundation, the World Bank, and the OECD, all which started in the last 2 years.

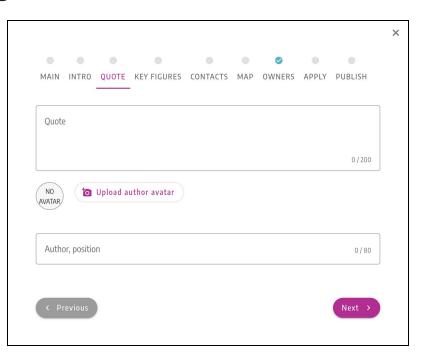
### If I want to try it, what should I do?

Anyone can go to hundred.org and create an innovation page for free. Once an innovation has been selected, we work closely with them to help promote and spread their work. If you would like to connect to a selected innovator, fill out the form on hundred.org/connect and we can help connect you!

# 4. Enter Quote & Figures

#### Quote

- **Quote** Share a quote on the information, preferably from a user or a supporter
- □ **Avatar** Photograph of the quote author if you have it
- Author, position Name of the quote author and position in relation to the innovation (e.g. student, teacher, founder)



### **Example:**

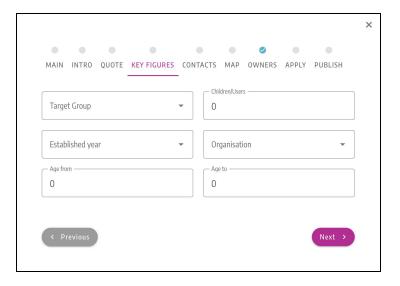




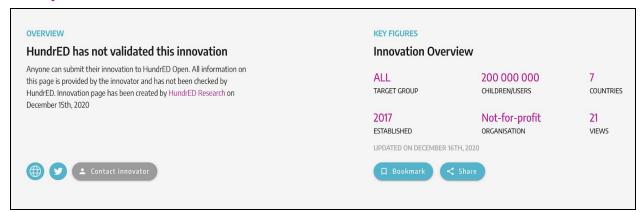
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#### **Key Figures**

- ☐ **Target group** Select from: Students, Teachers, Parents, Leaders, All
- ☐ **Children/Users** Current or annual number of children or other target group impacted
- **Established Year** First year the solution was used in practice
- □ Organisation Type For-profit or Not-for-profit
- **Age from** minimum age of users
- ☐ **Age to** maximum age of users



#### **Example:**





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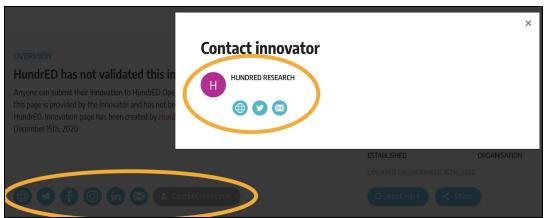
# **5. Enter Contact Information**

#### **Contacts**

These are optional but will all be but are often used by reviewers during the selection process Please ensure all of the links begin with http:// or https:// or they will not work

								×
	MAIN			KEY FIGURES	✓ MAP	OWNERS		
	Contact ii	nformation	n is visible	e for everyone.				
□ Website	Websi	te						
□ Twitter	Twitte	r						
□ Facebook	Facebo	ook						
□ Instagram	Instag	ram						
□ LinkedIn	Linked	lin						
☐ Contact email	Contac	ct email						
☐ Organization Name	Organi	isation naı	me				0 / 100	

## **Example:**

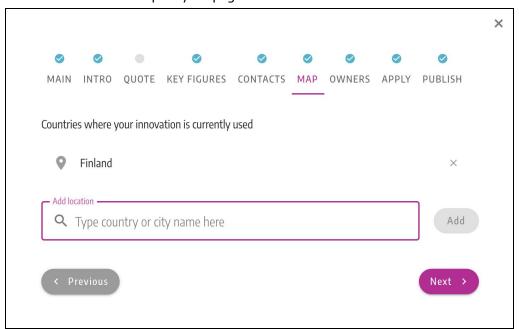




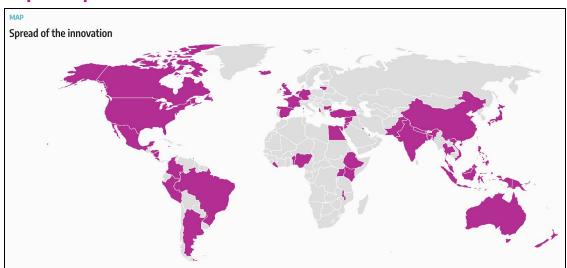
### 6. Add Countries

#### **Countries**

Individually add each country that your innovation is used in (starting with your founding country\_, which will show as a Map on your page



### **Map Example:**

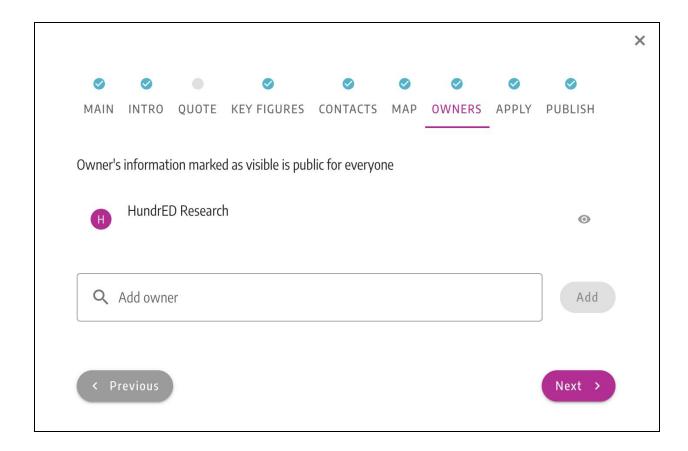




# 7. Add Owners

#### **Owners**

- Optionally add any other members of your team that you want to be able to edit the page
- ☐ They will need to have created a HundrED account in order to be added



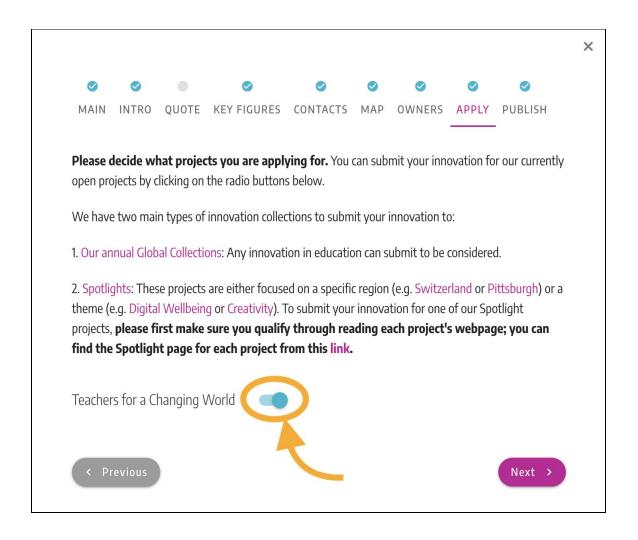


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# 8. Apply and Publish

### **Apply**

- By applying from the Spotlight page, "Teachers for a Changing World" will be toggled
- ☐ If you created an innovation from any other page, you can toggle it on this screen
- ☐ This will ensure your innovation is reviewed for this Spotlight

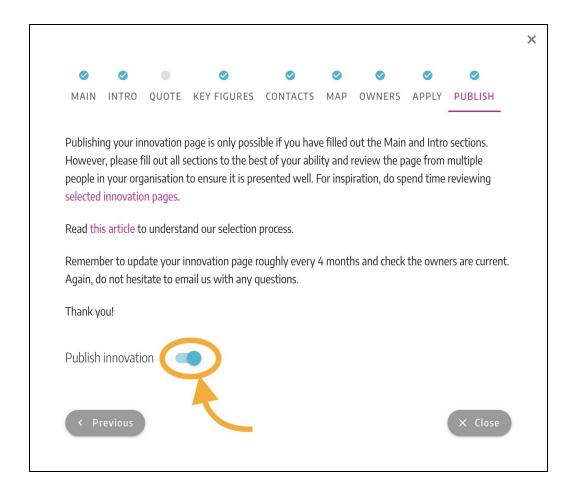




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#### **Publish**

- Publishing your innovation will make it visible to anyone who visits
- ☐ You can close this window to see what your innovation looks like before publishing
- ☐ You will be able to edit your page at any point in the future after publishing



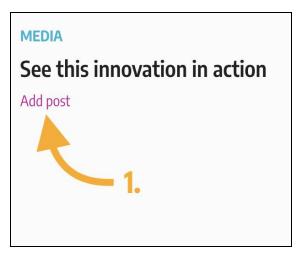


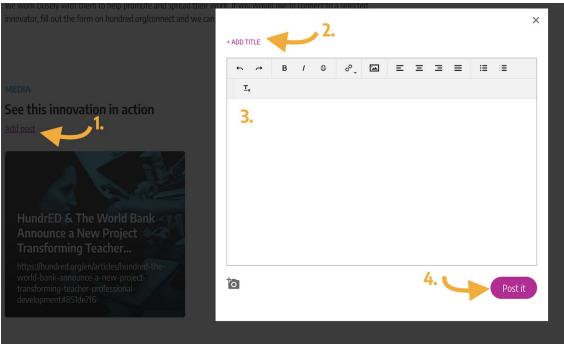
# 9. [Optional] Enter Media & Milestones

#### Media

#### Feature any recent Press Releases or News about your innovation

- Once you have published your innovation, scroll down to the Media section
- ☐ Click "Add post" and then enter a title, optional description and image, and link to the website



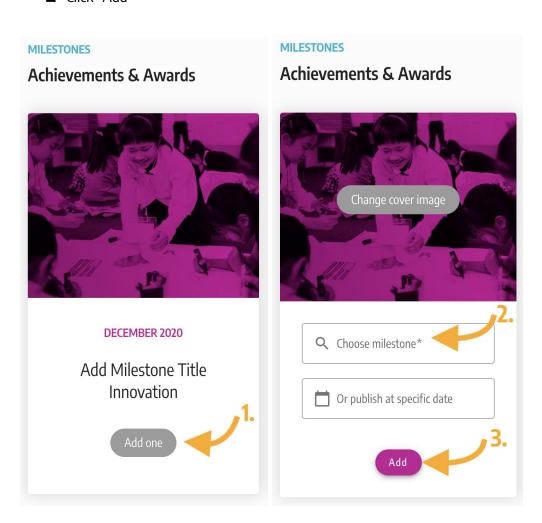




#### **Milestones**

#### Feature any recent Achievements or Milestones for your innovation

- Once you have published your innovation, scroll down to the Milestones section
- ☐ Click "Add one" which will open up the options
- ☐ Add the name of the milestone
- ☐ [Optional] change the cover image
- $\hfill \square$  [Optional] select date to publish. Will publish instantly if not specified
- ☐ Click "Add"





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# 10. That's it!

### Thank you for submitting

You have submitted your innovation to the Spotlight which will be reviewed by the research team. We will let you know if you have any questions.