

IS THIS ACTIVITY CONSIDERED ENGAGEMENT?

AN ELEMENTS GUIDE

Is there at least one community partner/agency* collaborating on this activity?

YES

NO

What is the relationship between the community partner/agency and the University? If there are multiple partners with different roles, select the option that represents the partner with the most decision-making power.

Community partner(s) make decisions with the University about the activity and/or help conduct the activity (i.e. community partner(s) are considered co-researchers, co-educators, or co-creators in this process)

Community partner(s) do not make decisions about the design or conduct of the activity but provide guidance to the University about design and/or other aspects of the activity.

Community partner(s) only provide access to resources needed for the activity (e.g., study participants, project site). They are not involved with any other aspect of the activity.

Was the intended outcome(s) or benefit(s) of this activity for Purdue University (e.g., benefit to the institution, unit, faculty/staff, students)?

NOTE: this question is NOT asking whether the outcomes of this activity were achieved but if the activity was structured with an INTENTION of benefitting this population.

YES

NO

Was the intended outcome(s) or benefit(s) of this activities for the community/communities **and/or** community partner(s)?

NOTE: this question is NOT asking whether the outcomes of this activity were achieved but if the activity was structured with an INTENTION of benefitting this population.

YES

NO

Yes

This activity is considered engagement. Follow the instructions on the next page to properly tag in Elements.

No

This activity is not considered engagement. It should not be tagged as engagement in Elements.

*NOTE: Community partners are defined as any organization or individual(s) independent of Purdue University. Purdue recognizes funders and sponsors as community partners who may also provide guidance and resources for engagement-related activities.

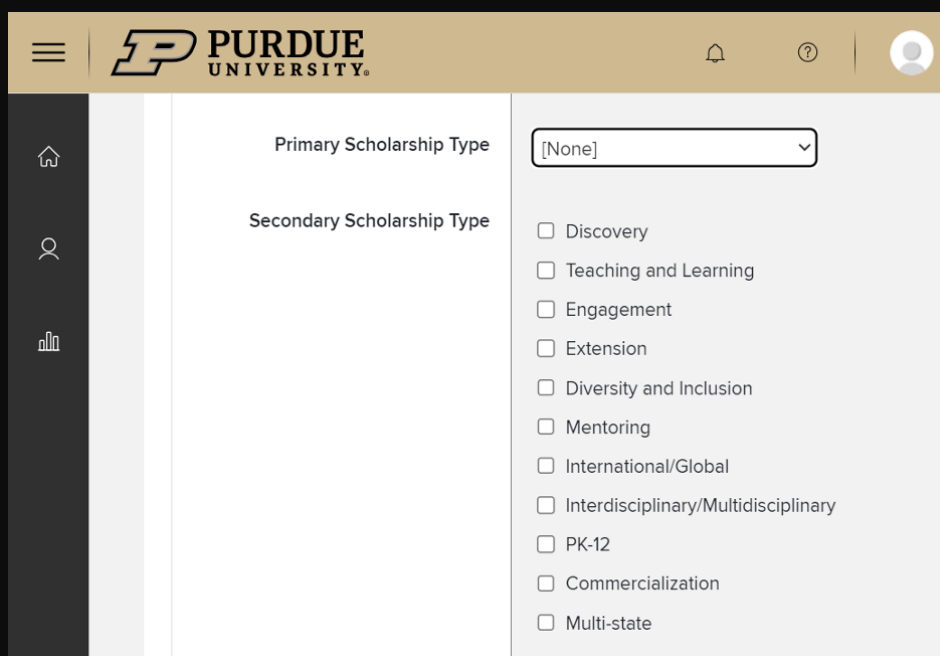
HOW TO TAG AN ACTIVITY AS ENGAGEMENT

AN ELEMENTS GUIDE

When entering an activity in Elements, each activity screen will have fields for **Primary** and **Secondary Scholarship Type**. The primary scholarship type will be a single-select field with three options: Discovery, Teaching and Learning, and Engagement. Secondary scholarship type has numerous options (as shown in the screenshot below) and is a multi-select field.

If the activity is considered a form of Engagement (see decision tree on the first page), then the user may decide whether to **select the Primary or Secondary Scholarship Type as Engagement**. In all, **Engagement must be selected for at least one** of the fields.

Why is it important to tag scholarship activities as Engagement?

The screenshot shows the Purdue University Elements interface. At the top is the Purdue University logo and navigation icons. Below the header, there are two main sections: 'Primary Scholarship Type' and 'Secondary Scholarship Type'. The 'Primary Scholarship Type' is a single-select dropdown menu currently showing '[None]'. The 'Secondary Scholarship Type' is a multi-select checkbox list with the following options: Discovery, Teaching and Learning, Engagement, Extension, Diversity and Inclusion, Mentoring, International/Global, Interdisciplinary/Multidisciplinary, PK-12, Commercialization, and Multi-state. A sidebar on the left contains icons for home, user profile, and analytics.

Activities that are tagged as Engagement in Elements will be used to assess the breadth and depth of engagement activities happening across your department, school, college and the University. Your contributions to the engagement landscape at Purdue are an important part of our holistic story about Engagement and Purdue's societal impact. Should you have concerns about how your data is used, please reach out to idata@purdue.edu. Types of questions we will seek to answer:

- How many activities are considered engagement and what types of activities?
- Which populations at Purdue are involved in engagement activities?
- What types of community organizations/agencies and communities are involved in these activities (NOT specific community organizations or their contacts)?
- Where is community engagement taking place and how many individuals (both internal and external) are involved?

Extension is NOT included as Engagement by itself and must be selected along with Engagement to be considered.