



**User guide  
for the webpage of the  
Growing Youth Work project  
and the Grow YOUth Digital  
Platform/Tool**



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the European Union

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## Why to use the GrowYOUth digital tool/platform?

The GrowYOUth digital tool can be used in all stages of your project; during the development of the project proposal, throughout the implementation of the project, as well as at the stage of project evaluation.

With the GrowYOUth digital tool you can easily assess the impact of your project and the tool will give you a summary report as well as a certificate. The tool and the report can be used for the followings:

- Project management tool – You can track the status of your project
- Drafting tool – You can collaboratively draft the project proposal with your colleagues
- KPI tracker – You can follow your key performance indicators to ensure that your project is according to the plans
- Improve your project – Based on the suggestions from the report you can make changes and improve your project proposal
- Track the project impact – You can measure the impact of your project
- At the interim or final report – You can use the assessment from the platform for the mandatory reports toward the donor.

## The Growing Youth Work webpage

[www.growingyouthwork.com](http://www.growingyouthwork.com)

Below is the main screen of the webpage.

The page can be scrolled down to see information about the project, the E-course, the GrowYOUth digital tool and the partners. The section can also be reached by clicking the menu on the right up corner. Additionally, the tool can be also reached by clicking on the project logo in the left-up corner.



The screenshot shows the homepage of the Growing Youth Work Project. At the top left is the logo for Growing Youth Work. At the top right is a navigation menu with links for HOME, PROJECT, ECOURSE, PARTNERS, and TOOL. The main content area features a large image of three people (two women and one man) sitting around a table with laptops, appearing to be in a collaborative meeting. To the left of this image, the text reads: "Welcome to the Growing Youth Work Project". Below the image, the text reads: "Helping organisations improve their Project Impact Assessment Capacity".

## The Project

Under the project menu, more information can be read about the Growing Youth Work project and the different project results.

### The Project

Increasing and maintaining the quality of youth work across Europe is key to achieving the Youth Goals, and this can be done by ensuring youth organisations and youth workers are able to learn from each other by recognizing and sharing good practices of other European youth projects, increasing the quality of youth work, the skills, competences and understanding of youth workers.

[Read more](#)



## The Project Results (PR)



### 01 GrowYOUth Digita

The GrowYOUth digital tool is an interactive, user-managed tool which allows youth workers and youth project coordinators to quantify the social, and environmental impacts of European funded projects and programmes. By entering data, results and information about/from the project into the GrowYOUth tool, the tool generates an 'Impact Snapshot' - a type of report which will allow users to generate a summary of the impact of their project to a given date. This can be used for interim and final reports, as well as to inform the organisation on their best approaches and tools for ensuring expected impact, prior to or at the beginning of a project. The tool can also be used to summarise impact for interim and final project reports.

All users can put in their own input by a pre-agreed or requested deadline. The GrowYOUth digital system summarises it. By registering your project on

## The E-course

Under the E-course menu, the free online course can be found about the impact of youth projects as follows:

Modul 1. Indicators for Impact Assessment

Modul 2. GrowYOUth digital tool. A practical guide.

Modul 3. Impact Assessment

Modul 4. Environment and Social Impact of Youth Project

Modul 5. Problem Tree and Logical Framework Approach

Modul 6. Impact Forecast and Assessment Communication



## Ecourse

Learn about our tool and impact assessment with trainings developed by our partners. If you click on the ECOURSE button we will take you right there! But you can always get to our tool with the click of our logo.

[Ecourse](#)

## The Partners

Under the Partners menu, more information can be found about the partners of the Growing Youth Work project.

### Partners →



**AMIS** (Former European House) was founded 24/11/1994 with the aim to fight against the social exclusion of vulnerable people and groups. AMIS is working on a voluntary basis to develop better opportunities and inclusion for the most vulnerable groups and individuals



**ENOROS Consulting Ltd** was established in 2006 and has since been active in the field of Project Management in Cyprus and in the European area, providing comprehensive consulting services to the public and private sectors



**Grundtvig Institute** is a small and medium sized enterprise founded in 2020 and located in Budapest, Hungary. The organisation was established based on the philosophy of Nikolaj Frederik Severin Grundtvig to educate people



**Tavo Europa** is a non-governmental organization that focuses on building civil society and establishing the rule of law in Lithuania. The NGO is created to serve as an educational organization that gathers trainers, youth and social workers



**Asociatia ALT 357** is a newly founded association that aims at supporting young people in the local community. The organization has no experience, but its members have a rich experience in programs such as Youth in Action, Erasmus+ and POSDRU

## The GrowYOUth digital tool

At the GrowYOUth digital tool by clicking on the tool button, the user is directed to the platform.

### The GrowYOUth digital tool

The tool is an interactive, user-managed tool which allows youth workers and youth project coordinators to quantify the social, and environmental impacts of European funded projects and programmes.

The tool



## Contact information

Finally, on the bottom of the page the contact information can be found.



HOME

PROJECT

ECOURSE

PARTNERS

Contact us:

[+4560173363](tel:+4560173363)

[post@amis.dk](mailto:post@amis.dk)

Project Reference:

2021-1-DK01-KA220-YOU-000029323



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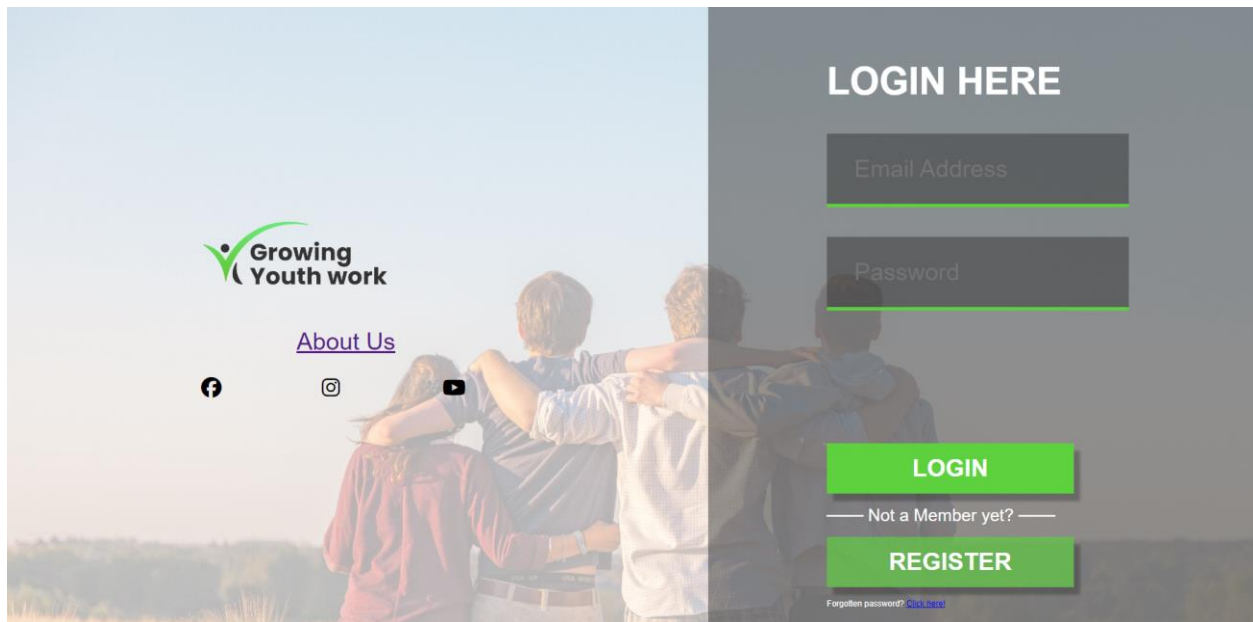
# The GrowYOUth digital tool

## Starting page and registration

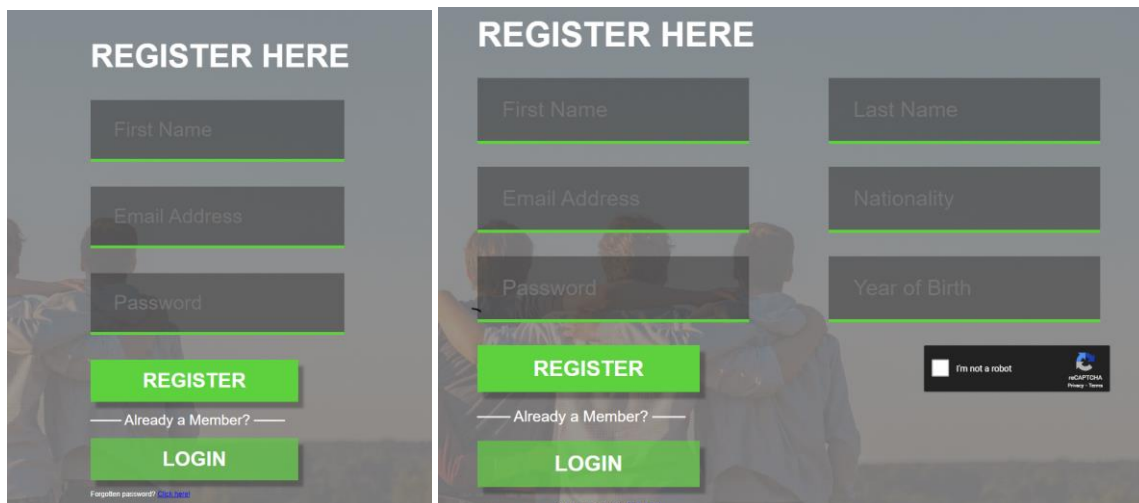
Below is the starting page of the tool, where the project's social media platforms can be reached (Facebook, Instagram, Youtube).

By clicking on 'About Us' you can go back to the webpage.

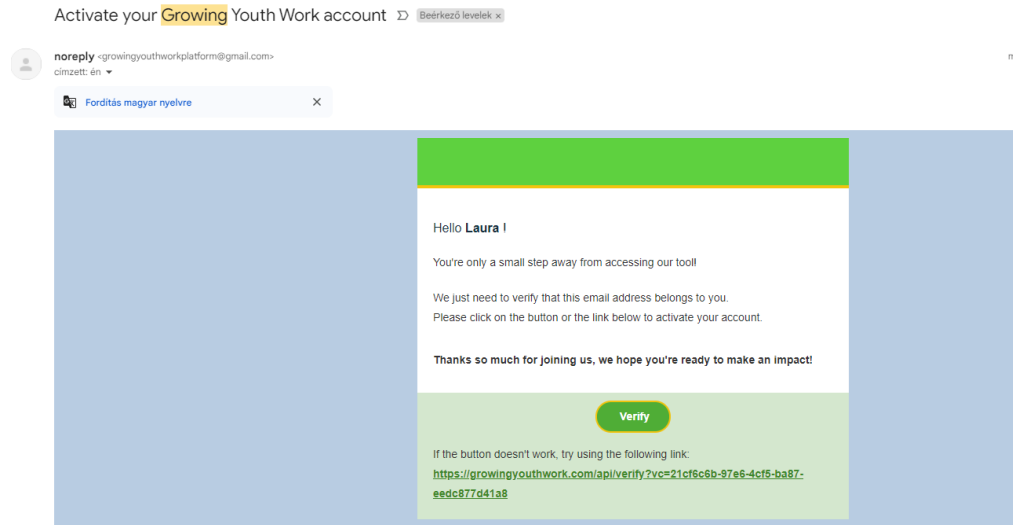
If you forgot your password, you can ask for a new password on the bottom of the login page, and you will receive a new one by email.



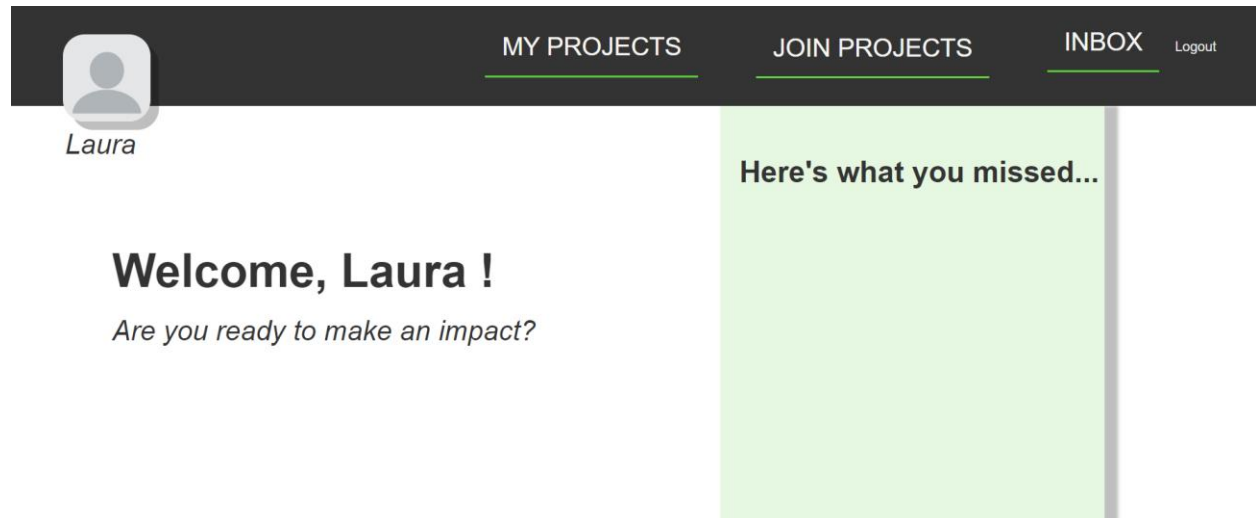
To enter the tool, first you have to register, by clicking on 'register'. You have to fill the necessary data and click again 'Register'.



You will receive to the given email an email for activation. Here you have to click 'verify' to activate your account in order to be able to use it. Please check also the spam folder if you did not receive the email.



After this you can log in with your email and password.



On the right part of the main page, you can see what happened since you have last time visited the tool - whether anybody filled the questionnaire.



## Account settings

If you click on the figure on the left upper corner, you can add a profile picture, you can see the data you have given when you registered and here you can change your password.

Do not forget to save the changes.

If you click on the trash bin you can permanently delete your account.

### Account Settings

First Name:

Last Name:

Password:

Nationality:

Year of Birth:

Current Password:

## My projects

When you click on 'MY PROJECTS' you can see all the projects that you have added or joined, and you can create new projects.

The screenshot shows the 'My Projects' section of a user interface. At the top, there is a dark navigation bar with a profile icon for 'Laura' on the left. The navigation bar contains four tabs: 'MY PROJECTS', 'JOIN PROJECTS', 'INBOX', and 'Logout'. The 'MY PROJECTS' tab is currently selected and highlighted with a green underline. Below the navigation bar, the main content area is divided into two sections. On the left, there are three buttons: 'Sustainability project' (dark grey), 'GYW' (dark grey), and 'New project' (green). On the right, there is a light green panel with a 'Create Project' button at the top.

## Creating a new project

### Name your Project

When creating a new project you have to add the name of your project and a short description.

### Give some description...

Create

## Menu

After creating a new project, you can already:



Assess



Results



Edit



Delete

*Assess the impact*



Assess

## Economic and Partner Impact

***What problems or needs does your project aim to address?***

---

- The project addresses a significant market need with high demand and growth potential.
- The project addresses a market need with good potential for demand and growth.

[Check the results](#)

Check the results under data after there is one submission of the filled survey.



# Sustainability project

*Submission Count: 2*

*Overall Submissions*




---

## *Economic and Partner Impact*



Here you can also download a certificate of your results.



Laura

MY PROJECTS

Assess Return **Download**

## Sustainability project

*Submission Count: 2*

*Overall Submissions*



Edit(/Add) the project information



Here you can add information about your project. Do not forget to save the changes.

### Project Info


Priorities:





Motivation:

Objectives:

Innovation:

Added Value:

LauraMY PROJECTS



**Project Name:**

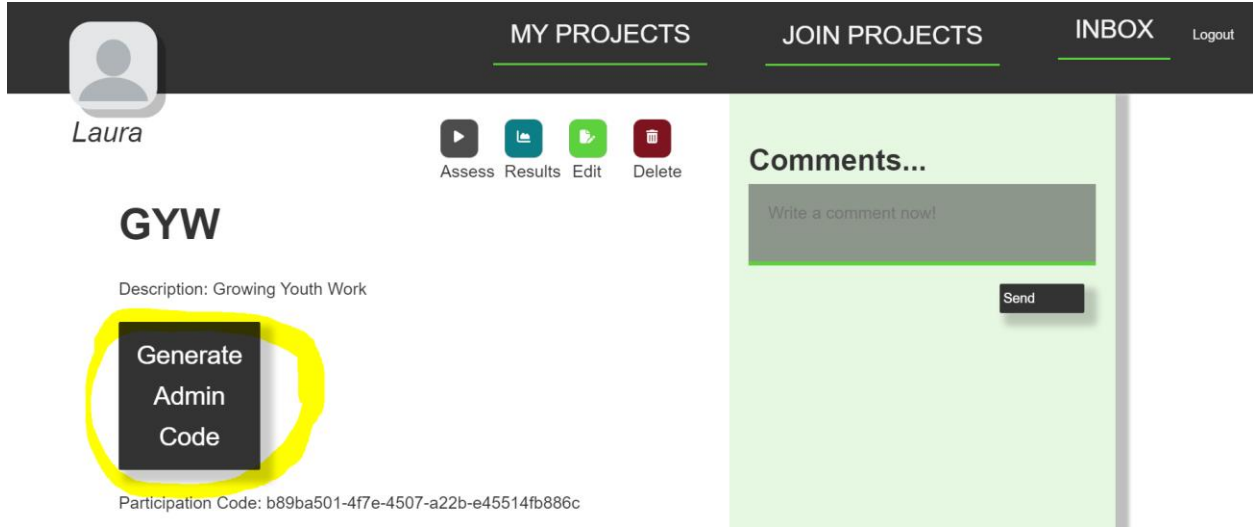
Description:

Delete your project



## Generate admin code

You may invite new admins to your project if you click on the Generate Admin Code button. You will have to copy the generated code and send it to the user you want to join your project with admin rights.



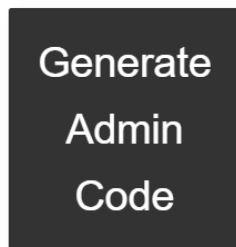
The screenshot shows a user interface for a project named 'GYW' (Growing Youth Work). The user is identified as 'Laura'. The interface includes navigation tabs for 'MY PROJECTS', 'JOIN PROJECTS', and 'INBOX', along with a 'Logout' link. Below the navigation, there are icons for 'Assess', 'Results', 'Edit', and 'Delete'. The 'Generate Admin Code' button is highlighted with a yellow circle. Below the button, the participation code is displayed: 'Participation Code: b89ba501-4f7e-4507-a22b-e45514fb886c'. To the right, there is a 'Comments...' section with a text input field and a 'Send' button.

## Participation code

By sharing the participation code with your users, you can invite them to join the project and assess the impact.

# New project

Description: This is a project to show how the platform works



Participation Code: 58b29748-b81c-400c-b24b-9254db5a669a

Be aware that if you share the participation code with your users, they will not be able to edit the project details, only assess the impact. They will see the project with green color, in which they do not have admin rights.

**MY PROJECTS**

Laura

Assess

### New project

Description: This is a project to show how the platform works

**Project Info**

Priorities: To make youthworkers familiar with the platform

Motivation:

Sustainability project

GYW

New project

### Comments

Write and receive comments, which will be seen by the users who you shared your projects with.

**MY PROJECTS** JOIN PROJECTS INBOX Logout

Laura

Assess Results Edit Delete

## Sustainability project

Description: To increase the sustainability of youth projects

**Generate Admin Code**

Participation Code: 9837a469-8162-4952-b366-a182cd7334da

### Comments...

Write a comment now!

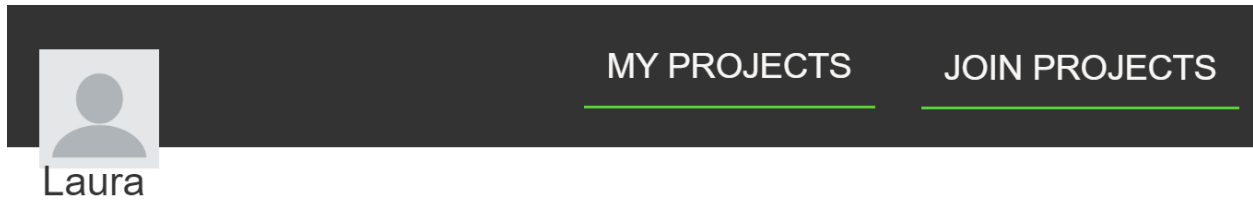
**Send**

**Laura Laszlo commented:**  
Hi Emese, Thank you I will take a look ASAP. Please fill the other parts as well.

**Emese Laszlo commented:**  
Hi Laura, I just added the objectives

## Join Projects

The users have to click on JOIN PROJECTS and paste the access code given by the creator of the project, and join. After this the project will be also available for them under MY PROJECTS.



### Join a Project

Access Code

Join

## Inbox and logging out

By clicking on the inbox button, you will go back to the starting page. If you click on the Logout on the right-up corner you will log out from the platform.

