



LOCAL YOUTH XPERTS

SCHOOL

01

QUICK ADVICE FOR DECISION-MAKERS

Purpose of the tool

The tool "mentimeter" can help decision-makers and the administration in a municipality collect answers from a selection of children whom they are obliged to allow to express their views in a case that concerns them. These may be pupils, young people who can use the municipality's low-threshold services, or young people in an age group from whom the municipality needs advice. With this tool, decision-makers or the administration can quickly collect answers to concrete questions.

Who can use it

Decision-makers in the municipal council, the executive committee, the heads of childhood and youth services board, and employees in the childhood and youth services administration

What the tool can be used for

- Decision-makers can ask the administration for quick answers from selections of children and/or young people on one or more concrete questions. Children and young people answer digitally
- Employees in the municipal administration can quickly collect advice from a selection of children and/or young people in the municipality as part of preparing cases for political or administrative decisions
- It can be sent regularly to a group of young people so that they become used to acting as advisors, for example once a week, once every 14 days, or once a month over a period
- It can be sent to different selections of children/young people during a week, to collect answers from a wider group overall
- Decision-makers who go out to meet children/young people in the municipality can inform them that after the visit they will send out questions on Mentimeter, and explain why the municipality needs answers to these questions specifically from them

Which children and young people can take part

All/a selection

USER GUIDE

Mentimeter is a ready-made questionnaire tool. decision-makers or the administration add questions on the website. The website then generates a code that participants need in order to answer the questions. The code is valid for a maximum of 14 days.

Who Mentimeter can be sent to

- Mentimeter is sent to the selection of children/young people who are going to express their views
- The selection can, for example, be:
 - some classes or a year group in the municipality's primary schools
 - a year group or all pupils at one or more lower secondary schools
 - all children or young people in one or more year groups
 - all who have been to the youth club during the past year
 - all who have taken part in the Youth Cultural Gathering in the past three years

Themes that can be asked about

- How children/young people experience the learning/school environment
- How children/young people experience the municipality's bus services
- How children/young people experience how safe the town centre feels
- How children/young people experience the municipality's leisure services
- What advice children/young people have for a specific service
- Where a new youth club/sports hall, etc., should be built
- What opening hours youth clubs/low-threshold houses should have
- Which services for young people the municipality should start up
- Which summer activities for children/young people the municipality should offer
- What is important for young people to want to stay living in the municipality

Children/young people must understand why they are answering

- Understandable information must be made, which also engages
- Children and young people must receive information about:
 - why the municipality needs answers from children and young people
 - what the theme is and what the answers will be used for
 - who is asking the questions
 - why they specifically are receiving these questions
 - how the answers will reach those who are going to make the decisions

How answers can be collected

- Ask a few questions, children/young people can click on a response alternative
- Have several response alternatives, not only “yes” and “no”
- Have simple and understandable response alternatives
- Include the possibility for open-ended answers as well

Decision-makers' responsibility when collecting answers

- Send a thank-you greeting or thank-you video to those who have participated
- Send information about how those who answered can get in touch if they have more to contribute or are wondering about something
- Send later information, through a text, an audio file or a video, about how the answers from children/young people have been included in the decision
- Publish on the municipality's website or on social media information about how the advice from children/young people has been included in the process

