Welcome to the Gender Equality Plan (GEP) self-assessment platform, a tool to critically review and assess the GEP at your school and/or university to develop more comprehensive and efficient strategies for equal opportunities!

To see a step by step guide on how to use the platform, [Link for video tutorial]

Here's how to use the platform:

- Step 1: take the Action Plan of your GEP (the GEAP);
- Step 2: for each Action in your GEAP, fill in the form with the information, and submit;
- Step 3: once you've submitted all your Actions, click on "Assess" and see your stats!

This platform wants to help you and your organizations to have an overview on what you are doing for gender equality, diversity and inclusion, how you are doing it and what you could do in the future!

For each action, we will ask you some pieces of information:

1. First, we will ask you the title of the action:



- 2. Then, we will ask you to think about the approach to gender equality, diversity and inclusion that informs the action:
- → Fix the Women if your action's main goal is to provide to women or other minorities' skills that they are lacking for career progression or leadership;
- → Value the Feminine if your action's main goal is to highlight and promote diversity as a value to celebrate, and/or women's or other minorities' achievements;
- → Create Equal Opportunities if your action's main goal is to remove structural barriers within your organization that hinder women's or other minorities' access to equal opportunities;
- → Access and Revise Work Culture if your action's main goal is to promote and disseminate knowledge of how inequalities are reproduced or/and a culture of change towards equity and inclusion;
- → Other if your action doesn't fit any of the above mentioned approaches.



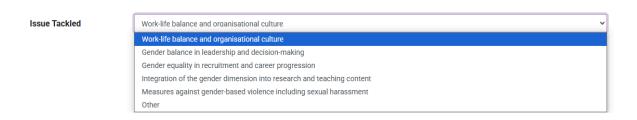
3. Then, we will ask you what type of action are you planning and/or implementing:

You can choose among a wide variety of equality interventions, based on the <u>European</u> Institute for Gender Equality (EIGE) gender mainstreaming cycle tools among other sources.

You can find also the "Other" option, if you think the other labels don't fully describe the action.



- 4. Then, we will ask you what specific issue your action is tackling:
- Work-life balance and organizational culture -
- Gender balance in leadership and decision making -
- Gender equality in recruitment and career progression -
- Integration of the gender dimension into research and teaching content -
- Measures against gender-based violence, including sexual harassment -
- Other



- 5. Then, we will ask you if your action focuses on the gender identity dimension, or if it broadens the scope to other identity perspectives:
- Gender Equality if the action's mail goal is to tackle inequality between men and women
- Diversity if the action considers other identity perspectives with the goal to promote differences as a value and an opportunity
- Inclusion if the action considers other identity perspectives with the goal to create an environment in which these differences are valued and everyone feels welcome, respected and supported

You can select more than one, if it applies!

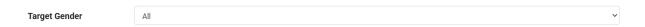


- 6. Then, we will ask you which group within your organization your action is targeting specifically:
- Organization if the action will benefit and/or is targeting the whole organization;
- Academic staff if the action will benefit and/or is targeting only the academic staff;
- Administrative and Technical staff if the action will benefit and/or is targeting only the administrative and technical staff;
- Students if the action will benefit and/or is targeting only the students;
- Other if the action doesn't fit with any of the above mentioned categories!

You can select more than one, if it applies!

| Target Group | ☐ Organisation | □ Academics | ☐ Administrative and Technical staff |
|--------------|----------------|-------------|--------------------------------------|
| | □ Students | □ Other | |

- 7. Then, we will ask you if within your target population, your action is meant for everybody or only for certain [find the right word]:
- All if it's meant for everybody;
- Only Women if it's meant to benefit and/or target only the women in that group;
- Only Men if it's meant to benefit and/or target only the men in that group;
- Only a certain minority group if it's meant to benefit and/or target only another social minority (for example, LGBTQ+ people, ethnic minorities, etc) in that group;
- Other if the action doesn't fit with any of the above mentioned categories!



- 8. Then, we will ask you if you measure the potential impact of your action, and how you do it:
- Indicator(s) If you set one or more thresholds to reach to determine the success of your action;
- Output(s) If you set one or more deliverable or output to produce (for example, reports, courses, etc);
- Mixed If you set a mix of Indicator(s) and Output(s);
- None If you don't have an impact measure for the action.



- 9. Then, we will ask where the source of expertise on gender equality, diversity and inclusion necessary to implement the action comes from:
- Internal if you're only relying on internal experts to implement the action (even if you're planning to hiring somebody that will then become part of your organization);
- External if you're hiring somebody external from your organization to implement the action (for example, an external consultant or agency, somebody that won't become a part of your organization);
- Mixed if it's a mix of the above mentioned options!



10. Institution:

Select from the list or type the name of your university!



11. Institution (school)

If the GEP only applies to one school in your institution, type the name of the school!



12. Click "Submit" to submit the action

Once you've submitted all your actions, you can click on "Assess" and you will be redirected to the **Dashboard**.

In the **Dashboard**, you will see all the stats related to the pieces of information that you submitted for all your actions. This will give you an overview of your GEAP.

TO BE CONTINUED