iDE Global MERL Handbook

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Contents

Introduction

Welcome to the Monitoring, Evaluation, Research, and Learning (MERL) Minimum Standards Handbook developed for iDE Global, Bangladesh. iDE is a distinguished INGO committed to creating lasting solutions for global development challenges. This document serves as a comprehensive guide to establish the minimum standards of MERL (Monitoring, Evaluation, Research & Learning) for iDE projects.

Usage

In this handbook, you will find: - detailed insights into the specific MERL requirements tailored to their unique projects. - provide clear guidelines that ensure the seamless execution of project activities through meticulous planning, transparency, and accountability.

By adhering to these minimum standards, projects are poised to achieve heightened effectiveness and impact. Through rigorous monitoring, evaluation, research, and learning practices, iDE Global aims to enhance the overall quality and success of its initiatives.

Purpose of the Handbook

This handbook not only outlines the essential criteria for project success but also encourages a culture of continuous improvement. It is a dynamic resource that evolves with the ever-changing landscape of development work, emphasizing adaptability and learning as integral components of project management.

As you embark on your journey through this handbook, envision it as a roadmap guiding you toward the successful implementation of projects that make a tangible difference in the lives of those we serve. Your commitment to upholding these standards will contribute significantly to the broader mission of iDE Global in creating sustainable impact across the globe.

About iDE?

iDE is a global team of 1,200 changemakers coming from diverse backgrounds within international development and the private sector. What we all have in common is the belief that one entrepreneur can change their community and millions can change the world.
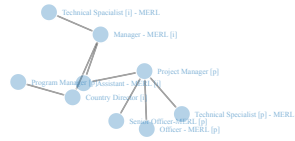
Our work stands out in the international development arena. We are driven to end poverty but we don't do simple handouts of supplies or cash. Instead, we believe that everyone has the ability to increase their livelihoods and build long-term resilience by their own accord. They may just need training or connections to suppliers and customers. That's where we come in and what we mean when we say we are "powering entrepreneurs to end poverty."

MERL Workflow

iDE MERL Structure can vary depending on the country and the type of the project.i.e., in Bangladesh the MERL structure is as follows: **Note:** Here the [p] stands for project based and [i] stands for Institutional. Read (#about) for further information.

Chapter 1

Cross-references

Cross-references make it easier for your readers to find and link to elements in your book.

1.1 Chapters and sub-chapters

There are two steps to cross-reference any heading:

1. Label the heading: `# Hello world {#nice-label}`.

   - Leave the label off if you like the automated heading generated based on your heading title: for example, `# Hello world = # Hello world {#hello-world}`.
   - To label an un-numbered heading, use: `# Hello world {-#nice-label}` or `{# Hello world .unnumbered}`.

2. Next, reference the labeled heading anywhere in the text using `\@ref(nice-label)`; for example, please see Chapter 1.

   - If you prefer text as the link instead of a numbered reference use: any text you want can go here.

1.2 Captioned figures and tables

Figures and tables *with captions* can also be cross-referenced from elsewhere in your book using `\@ref(fig:chunk-label)` and `\@ref(tab:chunk-label)`, respectively.

See Figure 1.1.

```r
par(mar = c(4, 4, .1, .1))
plot(pressure, type = 'b', pch = 19)
```


Figure 1.1: Here is a nice figure!

Don't miss Table 1.1.

```r
knitr::kable(
  head(pressure, 10), caption = 'Here is a nice table!',
  booktabs = TRUE
)
```

Table 1.1: Here is a nice table!

temperature	pressure
0	0.0002
20	0.0012
40	0.0060
60	0.0300
80	0.0900
100	0.2700
120	0.7500
140	1.8500
160	4.2000
180	8.8000

Chapter 2

Parts

You can add parts to organize one or more book chapters together. Parts can be inserted at the top of an .Rmd file, before the first-level chapter heading in that same file.

Add a numbered part: `# (PART) Act one {-}` (followed by `# A chapter`)

Add an unnumbered part: `# (PART\*) Act one {-}` (followed by `# A chapter`)

Add an appendix as a special kind of un-numbered part: `# (APPENDIX) Other stuff {-}` (followed by `# A chapter`). Chapters in an appendix are prepended with letters instead of numbers.

Chapter 3

Footnotes and citations

3.1 Footnotes

Footnotes are put inside the square brackets after a caret `^[]`. Like this one [1].

3.2 Citations

Reference items in your bibliography file(s) using `@key`.

For example, we are using the **bookdown** package (Xie, 2023) (check out the last code chunk in index.Rmd to see how this citation key was added) in this sample book, which was built on top of R Markdown and **knitr** (Xie, 2015) (this citation was added manually in an external file book.bib). Note that the `.bib` files need to be listed in the index.Rmd with the YAML `bibliography` key.

The `bs4_book` theme makes footnotes appear inline when you click on them. In this example book, we added `csl: chicago-fullnote-bibliography.csl` to the `index.Rmd` YAML, and include the `.csl` file. To download a new style, we recommend: https://www.zotero.org/styles/

The RStudio Visual Markdown Editor can also make it easier to insert citations: https://rstudio.github.io/visual-markdown-editing/#/citations

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[1] This is a footnote.

Chapter 4

Blocks

4.1 Equations

Here is an equation.

$$f(k) = \binom{n}{k} p^k (1-p)^{n-k} \tag{4.1}$$

You may refer to using `\@ref(eq:binom)`, like see Equation (4.1).

4.2 Theorems and proofs

Labeled theorems can be referenced in text using `\@ref(thm:tri)`, for example, check out this smart theorem 4.1.

Theorem 4.1. *For a right triangle, if c denotes the* length *of the hypotenuse and a and b denote the lengths of the **other** two sides, we have*

$$a^2 + b^2 = c^2$$

Read more here https://bookdown.org/yihui/bookdown/markdown-extensions-by-bookdown.html.

4.3 Callout blocks

The `bs4_book` theme also includes special callout blocks, like this `.rmdnote`.

You can use **markdown** inside a block.

```r
head(beaver1, n = 5)
#>   day time  temp activ
#> 1 346  840 36.33     0
#> 2 346  850 36.34     0
#> 3 346  900 36.35     0
#> 4 346  910 36.42     0
#> 5 346  920 36.55     0
```

It is up to the user to define the appearance of these blocks for LaTeX output.

You may also use: `.rmdcaution`, `.rmdimportant`, `.rmdtip`, or `.rmdwarning` as the block name.

The R Markdown Cookbook provides more help on how to use custom blocks to design your own callouts: https://bookdown.org/yihui/rmarkdown-cookbook/custom-blocks.html

Chapter 5

Sharing your book

5.1 Publishing

HTML books can be published online, see: https://bookdown.org/yihui/
bookdown/publishing.html

5.2 404 pages

By default, users will be directed to a 404 page if they try to access a webpage
that cannot be found. If you'd like to customize your 404 page instead of using
the default, you may add either a `_404.Rmd` or `_404.md` file to your project root
and use code and/or Markdown syntax.

5.3 Metadata for sharing

Bookdown HTML books will provide HTML metadata for social sharing on
platforms like Twitter, Facebook, and LinkedIn, using information you provide
in the `index.Rmd` YAML. To setup, set the `url` for your book and the path to
your `cover-image` file. Your book's `title` and `description` are also used.

This `bs4_book` provides enhanced metadata for social sharing, so that each
chapter shared will have a unique description, auto-generated based on the
content.

Specify your book's source repository on GitHub as the `repo` in the `_output.yml`
file, which allows users to view each chapter's source file or suggest an edit. Read
more about the features of this output format here:

https://pkgs.rstudio.com/bookdown/reference/bs4_book.html

Or use:

```
?bookdown::bs4_book
```

Bibliography

Xie, Y. (2015). *Dynamic Documents with R and knitr*. Chapman and Hall/CRC, Boca Raton, Florida, 2nd edition. ISBN 978-1498716963.

Xie, Y. (2023). *bookdown: Authoring Books and Technical Documents with R Markdown*. R package version 0.37, https://pkgs.rstudio.com/bookdown/.