PROJECT MANAGEMENT

BTS
Training & Consultancy

Monitoring and Evaluation Projects

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Monitoring and Evaluation Projects

Introduction:

This course is designed to develop individuals' understanding of what monitoring and evaluation entails, why it is so vital, and how to do it well and in a participatory way. This course ensures that those who are new to this field have a thorough understanding of monitoring and evaluation concepts and have built up the practical skills and the confidence needed to do monitoring and evaluation effectively. Participants will learn to use a range of monitoring and evaluation tools and activities that will help them improve accountability, learning and effectiveness of projects and programme.

Methodology

This interactive Training will be highly interactive, with opportunities to advance your opinions and ideas and will include;

- Lectures
- Workshop & Work Presentation
- Case Studies and Practical Exercise
- Videos and General Discussions

Certificate

BTS attendance certificate will be issued to all attendees completing minimum of 80% of the total course duration.

Who Should Attend?

- Managers
- Executives
- Supervisors
- Anyone planning to become more effective in monitoring and evaluating projects

Course Objectives:

- Defining the main terms and concepts associated with the processes of monitoring and evaluating projects and programs
- Articulate the key purposes of monitoring and evaluation and be able to prioritize according to the context
- Selecting and using a range of tools with confidence
- Applying results of monitoring and evaluation processes to both accountability and organizational learning.

Programme Outline

DAY 1

- Monitoring & Evaluation (M & E) Overview
- Fundamentals of M & E
- Introduction to Participatory Techniques
- Performance Indicators
- Components of a Successful M & E Plan

DAY 2

- Modern Approaches to M & E
- M & E Frameworks – Conceptual
- M & E Frameworks – Logical
- Program Management Cycle
- M & E Cycles

DAY 3

- Logical Framework for strategic planning
- Practical/Group Work: Preparing a strategic plan
- Result Chain
- Implementations of Result Chain

DAY 4

- Basic quantitative & Qualitative Data Collection Techniques
- Bias in Data Collection: definition, sources and control
- Data Processing: analysis, interpret and presentation of routine program data

- Theory of change (TOC)

DAY 5

- Structure of a technical report: understanding observation, interpretation, conclusion and recommendation
- Performance monitoring
- Performance evaluation
- Organizational capacity development
- Practical/Group Work: Preparing on evidence based report