**ASSIGNMENT 3:**

1. **Why is choosing the right question important in Monitoring and Evaluation?**

Choosing the right question is important in Monitoring and Evaluation because the questions you ask will guide not only your evaluation, but your program as well. For that, evaluating it should just be a matter of deciding whether things are better. By choice of questions, you're defining what it is you're trying to change. First of all, you need to determine what "things" you are actually looking at, Second, you will need to consider how you will determine what you're doing right, and what you need to change.

The following reasons explain why choosing questions beforehand are important:

* It helps you understand what effects different parts of your effort are having,
* It makes you clearly define what it is you're trying to do,
* It shows you where you need to make changes,
* It highlights unintended consequences,
* It guides your future choices,
* In participant evaluations, evaluation involves stakeholders in setting the course of the program, thus making it more likely that it will meet community needs,
* It provides focus for the evaluation and the program,

1. **Using Archival data has its own bottlenecks. Name five and explain how to overcome them.**

Archival data gives the information that already exists about your issue and attempts to address it are one of the most important aspects of planning a program or evaluation. By putting together what’s known about the issue and the history of the successes and failures of various approaches to it, you can build a program structure that includes your own innovations and elements that have worked for others in similar situations. This synthesis also allows you to avoid ineffective approaches and to incorporate ideas and methods that have been particularly appropriate, culturally or otherwise, to the population and community you’re working with.

Information gathering and synthesis should continue throughout the life of the program. The

more information you have, and the more carefully you put it together, the better your chances of implementing a successful program.

* **It will help you avoid reinventing the wheel.**

A lot of different organizations have likely approached this issue before you. Some might have been successful and some might not have, but all of them have probably learned something that would be useful to you in the process. You don’t have to make the same mistakes someone else did if you know about them, and you don’t have to make up something from scratch that may or may not work, when you have a model that has worked.

**• It will help you to gain a deep understanding of the issue so that you can address it properly**.

The first step in figuring out how to deal with an issue is to know what you’re dealing with. The better you understand it – its causes, how it occurs, how people react when they’re affected by it, what its consequences are for individuals and the community, and who can influence it – the more likely it is that you’ll be able to determine how to approach it.

**• You need all the tools possible to create the best program you can.**

Foremost among the tools you need to plan and implement a program or intervention are information, information, and information. Just as with the issue itself, the more you know about what works for whom, how to make things happen, and how to establish or eliminate certain conditions, the more likely that you’ll be able to plan a successful program that addresses all aspects of the issue and leaves nothing to chance. Various kinds of professional and interpersonal skills may help you implement a program, but if what you’re implementing is not effective, it doesn’t matter how skillfully you carry it out.

• **It’s likely that most solutions aren’t one size fits all**.

The more information you gather, the greater the variety of approaches, methods, and frameworks you’ll have to choose from. Putting together the right combination will help you to successfully address the particular needs of your community and population.

**• It can help you to be culturally sensitive**.

Not only can you learn more about the culture(s) of the people you’re working with, but you can probably find a number of approaches that have worked with the cultural group you hope will benefit. Perhaps even more important, you can learn to avoid costly mistakes that may take a lot of time and effort – or be impossible – to repair.

• **Knowing what’s been done in a variety of other circumstances and understanding the issue from a number of different viewpoints may give you new insights and new ideas for your program**.

Look to the experience of other fields, communities, and countries in the past time more different ideas you’re exposed, and the more ways you can put them together, the greater chance there is that you’ll come up with something new that’s more effective than what’s gone before.

1. **Why is research important component in monitoring and evaluation? Give and explain four.**

Research is important component in Monitoring and Evaluation to analyze the issue and the program, consider various ways they can be looked at, and choose the one(s) that most nearly tell you what you want to know about what you're doing.

By the research;

* You’re just trying to determine whether you're reaching the right people in sufficient numbers with your program;
* You want to know how well an intervention is working with specific populations;
* What kinds of behavior changes, if any, are taking place as a result;
* What the actual outcomes are for the community.