ASSIGNMENT:

1.a) Collecting information or data is just one part of the process of monitoring and evaluation.

What is meant by data analysis?

It is the process of inspecting, cleaning, transforming and modeling data with goal discovering and supporting decision making, data analysis it as several facts names that used in approach which is technical under the variety of names used

Data analysis can be also dividing into descriptive statistics, exploratory data analysis, and confirmatory data analysis. As well as text analytics apply for

Analyzing information involves examining it in a ways that reveal that relationship patterns trends

1. State any three uses of monitoring and evaluation results.

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| S/N | Outline | Definition |
| 1 | Outcome | It is the achieved medium term and short term affect the intervention output |
| 2 | Out put | These are the product, capital goods and services that result from development intervention |
| 3 | Result | It describe what has being achieved following the provision international aid |

1. Describe any seven factors that may lead to project failure.
2. poor preparation you may need to know how the project success may look like at the begging, if you don’t have a clear focus at the early stage the process than things may look hard to handle, if it mean to have several meeting with stake holders to meet their expectation in the project is better to do it then to say project shall successes while with time it is leading to a failure
3. inadequate documentation and tracking it is duty and responsibility of project to have keen eye on tracking that is where you may be able to know to whether you are meeting the expectation of project objective
4. bad leadership: the ward leadership may only sound is like directly to the project manager, but this should involve every people at every stage at project duties that related to this project activities, so that it may avoid a failure of project.
5. Failure to define parameters and enforce them: program Manager should make sure he works with his team hand in hand particularly when the goal are not met at expectation or standard, so rank task by priority and assign to the most individual staff.
6. Inaccurate cost estimated: as we know the as resources are about to run out the definitely stop its operation, so stop this by identifying resource early the better
7. Little communication at every level of management: it may be top management, midele or teams every bod should be given a plate form to express their concern or give suggestion and when everybody is on the same page and it show transparency at minimum rather than to be suspicious.
8. Disregarding project warning sign: when project is at verge of failing, there is always being a warning sign, is better to take action immediately then wait for failure.

2. Identify any six parts of a monitoring and evaluation report

(i) Executive summary

(ii) Background information about the program

(iii) Description of the evaluation

(iv) Results of the evaluation

(v) Discussion of results

(vi) Results of the evaluation

3.Why is feedback an important component of project monitoring and evaluation?

It is important to present the feedback as good things even if the feedback is not all positive for example using the method of category such as by

1. Showing graphics which process measure of intermediate outcome, ultimate outcome, being shown according to graphic presentation.
2. Showing non-graphic material there may be a good deal of material using narrative for example of participant working, and comments that gives the feedback
3. Present the information as a feedback for example start with positive information, give more details in accomplishment within few months of initiative of project