# MONITORING AND EVALUATION

Below is the timetable for the online Monitoring and Evaluation course. All individual and group work outside of the live sessions will be hosted on our e-learning platform. Small modifications may be made to the timetable prior to the start of the training course.

| DATE AND TIME | TOPICS |
|---|---|
| Prior to course start | Individual work |
| Live session 1<br>Monday, 1st February 2021<br>8:30-11.30am GMT | Purpose of Monitoring and Evaluation (M&E) |
| | M&E and the project cycle |
| | Needs Assessment |
| Between Live Sessions 1 and 2 | Individual work |
| | Group work |
| Live session 2<br>Tuesday, 2nd February 2021<br>8:30-11.30am GMT | M&E during project design and proposal writing |
| | M&E during project design and proposal writing -Indicators |
| Between Live Sessions 2 and 3 | Individual work |
| Live session 3<br>Wednesday, 3rd February 2021<br>8:30-11.30am GMT | Planning |
| | Bias and ethics |
| | Sampling |
| Between Live Sessions 3 and 4 | Group work |
| Live session 4<br>Thursday, 4th February 2021<br>8:30-11.30am GMT | Interview and other data collection methods |
| | Organising, analysing and describing data |
| Between Live Sessions 4 and 5 | Individual work |
| Live session 5<br>Friday, 5th February 2021<br>8:30-11.30am GMT | Evaluation |
| | Reporting |
| After live session 5 | Individual work |