



## Introduction to Monitoring & Evaluation

**WHEN:** Wednesday, August 14 & Thursday August 15, 2019 (2 days), 9am – 5pm

**WHERE:** Humber College, Lakeshore Campus (Kipling & Lakeshore), Toronto

**COST:** \$592.75, includes coffee/tea and lunch

### TO SIGN-UP OR FOR MORE INFORMATION PLEASE CONTACT:

Clarisse Estebar, [clarisse.estebar@humber.ca](mailto:clarisse.estebar@humber.ca)

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#### COURSE OVERVIEW

This course provides an overview of the practice of Monitoring and Evaluation (M&E). Through a series of modules, the course explains key techniques and methods and how to apply them, using case studies of international development organizations and projects.

The course demonstrates how M&E makes contributions to monitoring performance, results achievement and measurement of performance. The course provides techniques to measure impact and enable learning are provided.

#### COURSE OBJECTIVES

Upon completion of the course the students will:

- Understand the value of M&E and importance of adapting to context and working with clients and beneficiaries;
- Learn about various monitoring and evaluation methods and how to choose the monitoring/evaluation tools appropriate and relevant to the particular needs and context;
- Be able to set practical strategies to ensure that M&E is fully integrated into the critical

steps involved in international development, projects and programs.

- Be able to apply evaluation strategies and frameworks in their own practice,
- Be able to develop M&E plan with the view to improve Monitoring, Evaluation and Learning function in the organization / project / program.

#### COURSE CONTENT

##### Day 1:

- ✓ *Course Introduction*
- ✓ *Module 1: Overview of Monitoring Evaluation and Learning*
- ✓ *Module 2: Understanding Results-based management and approaches to M&E.*
- ✓ *Module 3: Performance Measurement-Developing Performance Frameworks and Key Performance Indicators.*
- ✓ *Module 4: Participatory Monitoring and Evaluation – Approaches to Data Collection and Tools for use*

## Day 2:

- ✓ *Module 5:* Roadmap to Undertaking an Evaluation: Evaluation Terminology, Questions, Types and methods, advantages/disadvantages and how to choose the appropriate evaluation methodology.
- ✓ *Module 6:* Developing a Monitoring Evaluation and Learning Plan
- ✓ *Module 7:* Practical strategies and case studies

## **COURSE METHODOLOGY**

This course uses a combination of methods comprised of reading materials, lectures and practical exercises to ensure practicality of the knowledge acquired. Case studies are used throughout the course to ensure a hands-on approach and the development of working skills.

Tools and checklists are provided to help the learner apply the lessons drawn from the course once back in her/his work context. Participants will receive a Monitoring, Evaluation and Learning toolkit which can easily be adapted to their needs.

## **TRAINER PROFILE**

### **Hussein Amery**

Hussein Amery is Practice Leader and Senior Advisor, Performance Measurement with Universal Management Group. Mr. Amery established a dedicated Performance Measurement Practice in his firm and serves as a Senior Consultant on assignments related to results based management (RBM), enhancing organizational and institutional performance, measuring the achievement of targets on projects and programs and developing capacity-building activities. Hussein has extensive experience in designing, implementing, evaluating and M&E on a range of large-scale donor programs. Hussein has key expertise in formative M&E techniques, including a design of

M&E Framework, systems, process evaluation, participatory approaches, contribution analysis, log frames, and results chain models. He has used a wide range of qualitative data collection methods, including Surveys, Qualitative Case Studies, Key Informant Interviews, Focus Group Discussions and Return on Investment methods.

His current assignments include the Evaluation of the IDRC's Contributions to Leading Organizations, Evaluation of UNHCR's Global Fleet Management, External Evaluation of the Centre for International Governance Innovation (CIGI), Design and Operationalization of Integrated Results-Based Management System for the Forum of Federations.

He is a member of the Canadian Evaluation Society (CES), the International Development Evaluation Association (IDEAS) and a board member of the Canadian Association of International Development Professionals.

## **TARGET AUDIENCE**

Anyone who commissions, manages or carries out projects or programmes M&E;

- Project officers and Monitors
- Evaluation advisors and consultants;
- Internal and external evaluators;
- Evaluation units of NGOs, UN agencies, government agencies, or others;
- Project managers, policy makers and programme implementers;
- Government agencies, legal & other specialist bodies;
- Researchers and development graduate students.

## **PREREQUISITE**

Experience of managing or conducting one or several evaluation project(s) is desirable but not mandatory.

## CERTIFICATION

Upon successful completion of the course, the student will receive a certificate with a unique Humber ID number. The certificate can then be verified by an employer by email enquiry to Humber.

### **Humber's International Development Institute**

The International Development Institute (IDI) brings together students, faculty and development partners to contribute to effective and sustainable development around the world. We have designed and delivered high quality international development education and programming in more than 30 countries.

[www.idi.humber.ca](http://www.idi.humber.ca)

The course is offered with the support of **Universalial Management Group**.

Founded in Canada in 1980, Universalial possesses over 38 years of experience in helping international development clients to improve performance. Our staff have researched, published and evaluated various types of institutional arrangements, networks, partnerships, and other aspects of complex, multi-stakeholder governance structures over the world. Universalial has developed an excellent understanding of what the development of useful and realistic M&E systems, performance measurement/impact assessment and learning frameworks entail, and have worked with dozens of major international organizations to help develop business models and strategies (i.e. baseline studies, performance measurement systems, organizational and process design, and governance structures. [www.universalial.com](http://www.universalial.com)