

Monitoring and Evaluation Training Workshop

About the workshop

CEEWA-Uganda is organizing a **5 day** training workshop to enhance practical monitoring and evaluation skills and methods required in a demanding and rapidly changing world. It will concentrate on monitoring tools, techniques and complete evaluation process.

It will be facilitated by Ms Margaret Kakande an experienced consultant and trainer who has worked widely in this area with civil society organizations, government departments and ministries.

The course allows participants to apply the techniques learned to actual situations in their own organizations through practical activities. Participants shall develop a personal and professional action plan to be implemented upon return to their organizations.

Course outline
▪ Concepts and definitions in M&E
▪ Monitoring: <ul style="list-style-type: none">- What to monitor and how- Developing SMART indicators- Developing effective monitoring systems
▪ Evaluation <ul style="list-style-type: none">- Planning an evaluation- Key evaluation questions- Methodology
▪ Collecting information <ul style="list-style-type: none">- Quantitative data- Qualitative data- How to get the information- Who should be involved
▪ Analyzing and presenting information

At the end of the workshop participants will be able to:

- Apply a structured process to effectively develop or improve a M&E system
- Describe and use tools for gathering and analyzing information
- Apply practical approaches for communicating M&E findings
- Apply knowledge and techniques used for practical evaluation in their organizational context.

Who should attend?

Managers and staff with responsibility for M&E in their organizations who require skills or to enhance skills and methods for monitoring and evaluating development projects, all those interested in pursuing M&E. The course is designed to meet the needs of those working in all sectors of development including Government, NGOs or private sector and individuals.

Venue

The training will take place at CEEWA-Uganda Secretariat located at Kansanga Kiwafu Road opposite St Camel Catholic Church off Gaba Road before DIDI's World main gate.

Date: 13th-17th October 2008

Fees:

The full course fee is **UGX 300,000** per participant, which includes course fees, course materials, refreshments and lunch and a certificate of attendance. Fees are received at CEEWA-Uganda office between 08:30AM and 5:30PM Monday to Friday.

Registration deadline: 30 slots are available and registration ends on **30th September 2008** on first come first serve basis.

For further information contact:

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