



## INTRODUCTION TO EVALUATION

**Insideout: M&E Specialists** is a company that specialise in programme evaluations, developing monitoring and evaluation frameworks and conducting M&E training for non-profit and public sector organisations. We offer **practical training** aimed at practitioners who are responsible for, or involved in, monitoring and evaluation in their organisation.

The learning outcomes for the one day course are presented below:

- Recognise various evaluation typologies and theories
- Ability to design an evaluation plan
- Ability to design a Terms of Reference
- Understand when to conduct internal and external evaluations

Topics to be covered include:

### What is evaluation and why is it useful?

- Types of evaluation
  - Formative, Summative, Process, Outcome and Impact Evaluations
- Introduction to Evaluation Theory
- How to plan for an evaluation:
  - Evaluation questions and considerations: conceptual, technical and operational issues (brainstorm)
  - Should you conduct an internal or external evaluation?
- How to write ToR for evaluations
- How to write evaluation plans

The goal of this workshop is to evaluation practical and thus useful. During the course participants will begin to develop an Evaluation Plan for a project/Programme in a step by step process.

### WHO IS INSIDEOUT?

**Insideout** is a consultancy, specialising in services including:

- Conducting programme evaluations
- Developing monitoring frameworks
- Running M&E training courses

### CONTACT US

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