

## MONITORING AND EVALUATION

*Learning from the past to give directions for the future*

### Course description

It might be desirable to support an organisational development process by documenting achievements and progress. This can be done through an evaluation process. The main purpose of an evaluation process is to learn from the past to find directions for the future. Learning arises from taking part in the whole process rather than from being presented for the end-results of the analysis and the recommendations by the consultants.

The focus of the course will be on planning and conducting participatory evaluations. The participant will learn how to involve diverse relevant stakeholders in setting indicators of success as well as describing strategies assumed to lead to certain results. In this way everyone involved develops a

common language as well as a deeper understanding of the system at work. This enables the organisation to discuss results and reflect upon steps to take to improve the work. Learning arises from taking part in the whole process rather than from being presented for the end-results of the analysis and the recommendations by the evaluator.



### The course will give you...

- An understanding of participatory evaluation processes that ensures widespread learning
- An insight on how to balance accountability and learning
- An understanding of how to involve diverse stakeholders in the process.
- An insight into the power of the right questions
- Concrete methods to work with the results of the evaluation - feed-forward
- A possibility to work on a tailor-made plan that fits your actual evaluation needs (selecting the right focus, involving stakeholders, planning the process and the follow-up)
- An opportunity to receive coaching on your exact challenges in relation to carrying out the evaluation

## Methodology

The course will be based on research on current research on evaluation practice - particularly from a social constructionist and appreciative approach. In spite of the theoretical basis, the training will be highly practical. The course will consist of a mix of short theoretical inputs, concrete exercises, and group discussions. It is believed that the best way to learn new ideas is to try to apply them to your own cases and actual challenges from your work, reflect upon these cases and be coached on

your ideas of implementing new things at home.



## Programme

- Monday** Arrival in the evening  
 Welcome drink
- Tuesday** Introduction: programme, learning goals and learning contract  
 Input on M&E - a participatory and social constructionist approach
- Evaluating social and educational work
  - Purpose and focus of evaluation
  - Types of evaluation
  - Validation and criteria
  - The human factor in evaluation
  - Stakeholder involvement
- Wednesday** Learning internally
- Appreciative inquiry
  - Setting direction for the process
  - Preparing interview guides
  - Understanding indicators of success and describing strategies to get there
- Thursday** Involvement of users/ learners
- Systemic inquiry: the practice theory the perspective of the other
  - Involving users/ learners
  - Preparing interview guides, summarising results
  - Working with results among front-employees, managers and policy-makers
- Friday** Working on own case - designing the evaluation process
- Presenting, giving and receiving feedback
  - My personal learning - what do I bring home?
  - Evaluation of the course
- Saturday** Departure

## PRACTICAL INFORMATION

### Dates, time and place

This course will be organised on a regular basis. [Please check here](#) to see when and where.

All courses will start with a short welcome evening/ drink at 19.30 p.m. on Monday evening and end on Friday around 16.00 p.m.

### Consultants

The [consultant](#) running this course is either **Yvor Broer**, **Lene Mogensen** or **RajVinder Singh Gill**. Depending on the group size a second consultant will be attracted. As we are currently enlarging our organisation, we might place another consultant than above at this course and communicate this well in advance of the course.

### Price

The fee for this course is 775 Euros, excluding travel, food and accommodation. This course is in line with the criteria and priorities of the Erasmus+ programme of the EU. This means that you can apply for a grant to cover most costs, given the criteria that you are working in school education, adult education, vocational education or some parts of higher education. [Have a look here for more information](#).

### Registration

You can register for one of our courses by downloading the registration form on our home page, on the [registration page](#) for open courses. After receiving your form, we will reserve a place for you on the course. There is a maximum of 18 participants per course.

In case you want to use the Erasmus+ programme for a grant to cover e.g. travel, accommodation and course fee, more information and application form can be found on the [information page](#) on that programme

After registering we will be glad to assist you in booking a room and arranging your travel.

## About In Dialogue

In Dialogue is a consultancy corporation that works with development of individuals, leaders, consultants, teams, organisations and communities. In Dialogue was established in 2004 and got its recent name in 2007.

Our consultants work within the approach of In Dialogue, when inspiring change, development and growth. We closely follow new academic developments and are proud of translating new theories into practical and sustainable solutions to your challenges. All the consultants have a higher degree in relevant sciences as well as a proven capacity to translate their knowledge into practice - e.g. in relation to coaching, conflict mediation, project management and organisational change and learning.

We operate in various parts of the world, and all consultants have extensive national as well as international experience and are trained in applying their competences in culturally sensitive ways. Our main office is located in Roskilde, Denmark. Next to that we have an office in the city of Gouda, The Netherlands. Read more on [our homepage](#) or contact us via [opencourses@in-dialogue.org](mailto:opencourses@in-dialogue.org).

## In Dialogue courses

In Dialogue makes sure that learning at our courses is contextualised and therefore relevant for the challenges of

the participants. Theory is put into action through concrete training of new competences as well as through working on the cases from the group:

- The courses are well structured though still flexible to allow for adjustments based on the dialogue with the participants about their concrete challenges, needs and previous experiences
- The international setting ensures an inspiring environment where the diversity of contexts, challenges and ideas are used to increase the understanding of complexity and diverse ways of dealing with issues.
- Our courses are based on a sound theoretical foundation of social constructionist theory. This means that we draw upon innovative approaches such as the narrative, systemic, appreciative and solution focused approaches.
- We believe that there lies a greater potential for development in strengths than in weaknesses. We therefore focus on applying the resources of each participant to reach his/her learning goals and to build an appreciative working atmosphere within the group.
- It is important for In Dialogue that everyone leaves our courses feeling empowered and competent to apply the concrete outcome of the course in his/her daily work - knowing in which situations to use which techniques and when not to use them.