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**PROGRAMME EVALUATION AND  
MONITORING WORKSHOP**

**(OCTOBER 11 – 15, 1999)**

CO-ORDINATOR:

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PROGRAMME SCHEDULE

TIME	MONDAY 11/10/99	TUESDAY 12/10/99	WEDNESDAY 13/10/99	THURSDAY 14/10/99	FRIDAY 15/10/99
09.00 - 11.00 a.m.	Registration and Opening Ceremony	Concept of Programme Evaluation and Monitoring	Types of Programme and Monitoring	Impact Evaluation	Evaluation Report Writing
11.00 - 11.30 a.m.	TEA / COFFEE BREAK				
11.30 - 13.30 p.m.	Programme evaluation Monitoring: An Overview	Objectives of Evaluation and Monitoring	Process and Terminal Evaluation	Feedback/Problem Clinic	Workshop Evaluation and Closing
13.30 - 14.30 p.m.	LUNCH BREAK				
14.30 - 16.30 p.m.	The Role of Trainers in Organisation	Bench Marking Indicators	Follow-up Evaluation	Design of Evaluation Instrument Hands on Experience	

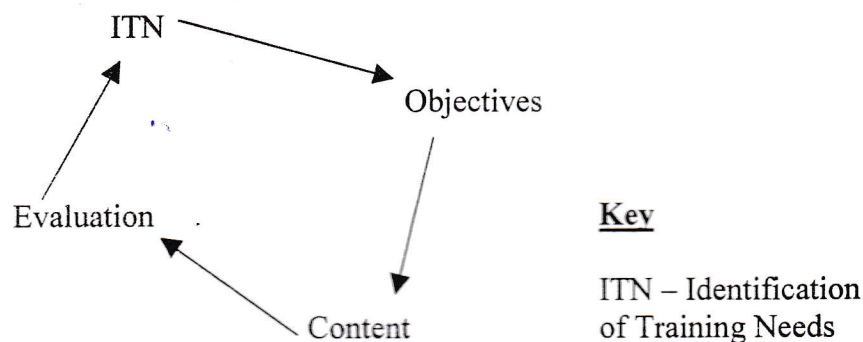
PROGRAMME EVALUATION AND MONITORING: AN OVERVIEW

INTRODUCTION

Programme evaluation and monitoring is the systematic examination of specific training programme to provide information on the full range of the programmes short and long-term effect.

Systematic training approach involves, Identification of Training needs, Setting objectives, developing the content, implementation, evaluation and then back to identification of needs again.

Training Circle



Evaluation and Monitoring actually starts from the implementation stage. Monitoring is actually the checks carried out in the course of implementation to ensure that the programme is carried out according to plan and to note the problems encountered in the course of the workshop. Evaluation also starts from the implementation period. In the course of the programme the trainer is supposed to carry out periodic assessment to ensure that actual learning takes place.