



Measuring local change for the Tackling Indigenous Smoking (TIS) Programme

On-site training workshop sessions for Grant Recipient staff

Introduction

This paper sets out the structure and content of training workshops sessions on monitoring and evaluation designed for the staff of TIS Grant Recipients.

There are two options available, the choice depending on the specific needs of the organisation:



OPTION 1:

Foundation knowledge and skills for measuring change through TIS.

A two-day workshop that starts with introductory information on the principles of measurement for TIS, including definitions and methods. It then supports participants to understand what indicators are, define their own indicators (in addition to the five TIS indicators, if they choose to do so), identify or choose measures to report against all indicators, use effective methods to collect data, analyse and present it for reporting purposes.

This option is intended for organisations whose TIS staff may be planning to measure local change without significant prior experience.

OPTION 2:

Developing further local measurement skills for TIS.

A one-day intensive workshop on monitoring and evaluation for TIS, with emphasis on building on existing skills and knowledge to enable evidence to be generated that aligns with the National Indicators.

This option is intended for organisations that already have skills and experience in data collection, analysis and presentation.

Both options are offered through visits to organisations and in response to needs they have expressed through a telephone survey. The emphasis of the sessions is on developing practical skills through interactive, hands-on sessions orientated to the needs of the TIS Programme.

The content of each option is described in the next two pages. They are presented as individual sessions that can be sequenced in different ways and allow for additional time to be spent on some topics compared to others.

For that reason, the timings provided are indicative only and are subject to the needs of Grant Recipients.





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Option 1: Foundation knowledge and skills for measuring change through TIS

| Session | Content |
|--|--|
| Introduction to monitoring and evaluation | <ul style="list-style-type: none"> ✿ Principles and key definitions ✿ Monitoring and evaluation as social research ✿ Case study examples and discussion of key points arising from each one |
| M&E for TIS | <ul style="list-style-type: none"> ✿ The how and why of TIS M&E ✿ Levels of M&E in TIS; National Indicators, CIRCA framework, local measurement |
| Local measures of change | <ul style="list-style-type: none"> ✿ What makes for an effective local measure ✿ Identifying local measures for TIS ✿ Aligning local measures with National Indicators ✿ Choosing the right number of measures to suit the Action Plan and capacity of the organisation ✿ Exercises on writing local measures based on examples and case studies |
| Designing data collection | <ul style="list-style-type: none"> ✿ Types and sources of local data for TIS ✿ The parameters of design for data collection ✿ Choosing and combining research methods; optimising quantitative and qualitative measures ✿ Sample sizes ✿ Ethical considerations ✿ Exercises on design for data collection using case studies and local TIS scenarios ✿ Problem-solving in design for data collection |
| Data collection in practice | <ul style="list-style-type: none"> ✿ Making use of existing data; sources, protocols, population data and others ✿ Using research methods: <ul style="list-style-type: none"> ✿ Surveys ✿ Interviews ✿ Focus groups ✿ Case studies ✿ Plus developing suitable questions for the first three methods ✿ Practical exercises for all of the above methods, ensuring that participants achieve a level of confidence with each ✿ Discussion of pros and cons of each method, likely application in relation to the local Action Plan questions /answers and further practice |
| Analysing data for TIS | <ul style="list-style-type: none"> ✿ Theory and practice in data analysis ✿ The objectives of data analysis for TIS ✿ Data analysis in practice for each of the four methods above, plus existing data sources ✿ Practical exercises, focussing on particular challenges such as data analysis for focus groups and interviews ✿ Discussion, Q&A and further practice |
| Presenting and reporting data for TIS | <ul style="list-style-type: none"> ✿ The IAHP reporting template ✿ The purpose of data presentation ✿ Options for presenting data and using it in TIS reports ✿ Tools and templates, including numerical presentation, pie charts, bar charts, population groups and dashboards ✿ Practical exercises on each of the above tools and templates ✿ Discussion, Q&A and further practice |
| Planning for local measurement | <ul style="list-style-type: none"> ✿ Agreement of a schedule for local measurement, further support needs, committed dates for delivering data and follow-up contact with the NBPU |



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Option 2: Developing further local measurement skills for TIS

| Session | Content |
|--|---|
| Introduction to monitoring and evaluation | <ul style="list-style-type: none"> ✿ Principles and key definitions ✿ Monitoring and evaluation as social research ✿ Case study examples and discussion of key points arising from each one |
| M&E for Tackling Indigenous Smoking | <ul style="list-style-type: none"> ✿ The how and why of TIS M&E ✿ Levels of M&E in TIS; National Indicators, CIRCA framework, local measurement |
| Local measures of change | <ul style="list-style-type: none"> ✿ What makes for an effective local measure ✿ Identifying local measures for TIS ✿ Aligning local measures with National Indicators ✿ Choosing the right number of measures to suit the Action Plan and capacity of the organisation |
| Designing data collection | <ul style="list-style-type: none"> ✿ Types and sources of local data for TIS ✿ The parameters of design for data collection, incl. ethics ✿ Choosing and combining research methods; optimising quantitative and qualitative measures ✿ Exercises on design for data collection using local scenarios |
| Data collection in practice | <ul style="list-style-type: none"> ✿ Using research methods; surveys, interviews, focus groups and case studies ✿ Practical exercises for selected methods above. Discussion of pros and cons of each method and likely application in relation to the local Action Plan |
| Analysing data for TIS | <ul style="list-style-type: none"> ✿ The objectives of data analysis for TIS ✿ Data analysis in practice for each of the four methods above |
| Presenting and reporting data for TIS | <ul style="list-style-type: none"> ✿ The IAHP reporting template ✿ Options for presenting data and using data in TIS reports ✿ Tools and templates, including numerical presentation, pie charts, bar charts, population groups and dashboards ✿ Practical exercises on the above tools and templates |
| Planning for local measurement | <ul style="list-style-type: none"> ✿ Agreement of a schedule for local measurement, further support needs, committed dates for delivering data and follow-up contact with the NBPU |