Project Monitoring Techniques online

Real-Time Monitoring Systems for Adaptive Project Management

ima INTERNATIONAL®

Our offer:

This six-week online course brings together tried and tested techniques to design relevant Real-Time Monitoring systems for adaptive projects and programmes. By learning how data and information can help make evidence based decisions, staff will have the enthusiasm to gather, analyse and use information in their projects while providing quality ongoing formative evaluation for organisation policy makers. Alongside innovative, flexible methods for tracking real-time progress, we show you how to analyse and present data to efficiently manage output progress and the higher outcomes. Both qualitative and quantitative methods will be explored and their powerful combination utilised.

It is essential that participants have knowledge of current M&E practice. A functional knowledge of basic spreadsheet use (e.g. MS Excel) would also be useful, you will be working in groups, improving your own project monitoring systems and sharing with your group and tutors.

You will learn:

• Open exploration using cognitive mapping

• Strong and agile project theory

• A move to ongoing, formative evaluation

• Use of comparative monitoring in real-time (RTM) at all levels of the results chain

• Internal reviews (ALEX) for qualitative learning

• Design and control of systems at project levels; reflection and guidance from headquarters

How the course works:

You work from the comfort of your own home or office. You complete the course over 6 weeks with facilitated, scheduled live meetings.

You will join a peer group of participants from different organisations and countries. IMA International facilitators will guide and mentor your learning process, providing you with:
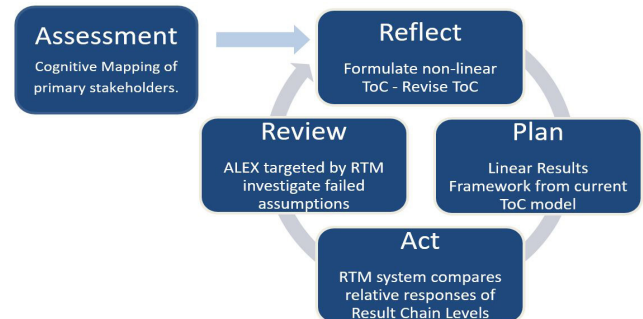
1. Practical exercises and reflection activities
2. 5 guided 90-minute group webinars
3. Paired and peer group work
4. Presentations and video inputs
5. Written resources and links
6. Relevant case studies
7. User-friendly platform for accessing all materials, presentations and resources, sharing with your peer group and uploading your regular assignments to a dedicated portfolio
8. Scheduled access to mentors
9. Personalised mentoring session as 3-month follow up

You are awarded a certificate after completing the course and fulfilling all course criteria.

> " The trainers demonstrated extensive knowledge of the subject. Especially the practical examples from their own experience which helped everyone better understand the content of the course. "
>
> **Lukas Svatek, Programme specialist, UNDP Turkey**

Systems are built around the following Action Learning cycle;

ToC Theory of Change; RTM Real-Time Monitoring; ALEX Ad Hoc Learning Exercises.

Content:

Module 1: **Key Concepts and Action Learning Model**

Recap on key concepts for M&E and an introduction to the Action Learning Model

Module 2: **Understanding the Context of Interventions**

Qualitative Interview techniques, the Sustainable Livelihoods Framework and learning about context using Cognitive Mapping and Structural Analysis

Module 3: **Introduction to RTM and Output Monitoring using ATOM**

Real-time monitoring in practice and Activity to Output Monitoring

Module 4: **ATOM Development**

Breaking down outputs and learning to set progress to time using spreadsheet developments

Module 5: **Outcomes and Impact with WEDEX and CAJUS**

Developing systems for monitoring higher level results using Weighted Indexes (WEDEX) and Calibrated Judgement Scales (CAJUS) with case studies

Module 6: **Developing and Using Assessment Sheets in CAJUS**

Development and use of Assessment Sheets, Precision Tests. Survey Scoring, recording and Analysis

Module 7: **Theory of Change Overview**

Developing a logical, reflective model of change so that detected failures can be dealt with in an iterative way

Module 8: **Learning and Communicating**

Use and communication of analytical reporting. How to conduct ad hoc learning exercises for review and encourage a learning culture

How long: 6 week programme: 9 contact hours; 15 hours self-study and reflection; 5 hours peer and paired work; 10 hours pre and post course learning. **Cost:** £1250

The course will include facilitated, scheduled live meetings, including 5 fixed date webinars.

For the latest course dates and booking deadlines please see our website or get in touch.

For help and advice with planning your tailored training or consultancy needs contact us to set up a online meeting with one of our team.

To find out more visit imainternational.com or email post@imainternational.com

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