



Monitoring, Evaluation & Learning

Looking Back, Moving Forward

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This course will enable development practitioners to implement the day-to-day job activities often required from a Monitoring, Evaluation, and Learning Officer.

Course Overview

Good Monitoring, Evaluation and Learning (MEL) is essential for all civil society organizations – large or small, international, local, or community-based. MEL enables you to manage your project, learn from and improve the work that you do, and be more accountable to donors and to the children, men, and women you serve.

The Monitoring, Evaluation and Learning (MEL) course ensures that you will have a thorough understanding of MEL concepts. It will build your core practical skills and the confidence needed to do MEL more effectively. You will gain the necessary knowledge on how to use monitoring data in project management and how to capture lessons learned to produce informed decision making towards improved project relevance, coherence, effectiveness, efficiency, impact, and value for money. You will practice the steps, tools, and methods through various assignments and get direct feedback from trainers & peers.

Learning Outcomes

- Define the main terms & concepts associated with the processes of monitoring and evaluating projects.
- Formulate your project results by using logic modeling and results chain.
- How to differentiate between different result types and levels using sphere of control method.
- Learn how to monitor and measure project's progress using adequate quantitative and qualitative Key Performance Indicators.
- Increased skills in selecting data collection methods appropriate to your data needs.
- Articulate the key sections of an effective MEL plan.
- Increased capacity to organize and commission project's evaluation process.
- Apply results of MEL processes for improving accountability and organizational learning.

Who Should Attend?

- Monitoring and evaluation officers at their early career path.
- Development projects coordinators
- Project field supervisors

Delivery Format

- Eight (8) interactive live sessions facilitated by our highly experienced consultant. Each live session lasts 90 minutes.
- The course focuses on a mixture of theory and practice, individually and in small group discussions.
- Presentations, materials, and training instructions are in English.
- On average, we estimate participants should set aside 4-6 hours per week to complete this course

Certificate

TRAINING AGENDA

Week 1: Design your project

- Introduction to monitoring and evaluation
- Results chain, outputs, outcomes, and impact.

WEEK 2: Measure and monitor

- Key Performance Indicators
- Data collection tools
- Design your MEL plan

WEEK 3: Introduction to evaluation

- Types of evaluations
- DAC evaluation criteria
- Evaluation process management
- evaluation report outline

WEEK 4: Learn and adapt

- Learn from evaluation
- Reflect on your own role in bringing about improved MEL in your project and organization.

Participants will receive a certificate of completion by the end of the course with 60% of attendance rate, submitting homework and passing quizzes.

Meet Our Trainer: Nermine Nabil



Nermine Nabil has 15+ years of experience in leading, managing and reporting mid-term and final evaluation missions of development funded projects implemented by USAID, UNHCR, EU, IOM, GIZ, Plan International, Care International and Save the Children. She has worked in various development sectors including refugees and migrations, youth civic engagement and life skills, women empowerment, and child rights.

Nermine has a robust background in research methodology and designs, interview methods and in-depth qualitative analysis. She has delivered and managed training programs targeting local non-profit organizations and public agencies in organizational sustainability including financial security, organizational viability, effectiveness, and impact endurance.

Nermine has designed, developed, and facilitated, live and online, the Monitoring, Evaluation and learning course, Looking Back | Moving Forward for 25+ rounds of trainings attended by 300+ trainees across the MENA region and beyond. Nermine holds double master's degrees in Conflict Resolution, Peace Building and in Sociolinguistics studies. She has received intensive training in Monitoring and Evaluation from UNICEF France and MDF Consulting of the Netherlands.

About Beit Al Karma

We help local and international non-profit organizations (NGOs), international development-aid funded projects, management and engineering consulting firms, solutions providers as well as government agencies, achieve effective, efficient, and disciplined monitoring, evaluation, and learning (MEL) and business development processes. These, in turn, contribute to meaningful results, lasting impact, increased contract awards and enhanced level of revenues.

With over 20 years of experience, Beit Al Karma Consulting provide local knowledge and expertise to collaboratively design and deliver benefits-based and impact-driven solutions

More information on Beit Al Karma and its services can be found at www.bk-eg.com.

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