COURSE SCHEDULE FOR THE 3 - WEEKS SELF-PACED ONLINE BASIC M&E TRAINING

WEEK 1	
Monday	Attend Welcoming Session at 12 noon - 1pm (optional)
Module 1	Introduction to M&E
Module 2	Causal Pathways - Theory of Change/Logical Frameworks/Program Theory
Module 3	Identifying Key Indicators
Sunday	Submit all exercises and Learning Task by 11.59 GMT+1
WEEK 2	
Monday	
Module 4	Planning Data and Collection Processes
Module 5	Planning Data Analysis
Tuesday	Consultant publish response to participant Week 1 Learning Task
Sunday	Submit all exercises and Learning by 11.59 GMT+1
WEEK 3	
Monday	
Module 6	Presenting M&E
Module 7	Developing M&E Frameworks
Tuesday	Consultant publish response to participant week 2 Learning Task
Friday	Closing Session at 4pm - 5pm (optional)

Sunday	Submit all exercises by 11.59 GMT+1

METHODOLOGY FOR THIS BASIC M&E COURSE
1. Courses will be published every Monday before 11.59 pm GMT+1
2. Participants are expected to submit exercises and or Learning task from the course by Sunday of the week before 11.59 pm GMT+1
3. Online facilitator will publish a response to your submitted Learning Task on Tuesday of the following week by 11.59 pm GMT+1

REQUIREMENTS FOR THIS BASIC M&E COURSE
1. For effective learning and task completion, all participants must have a desktop and laptop. (Not tablet or Mobile phone).
2. All participants should endeavour to attend the online Welcoming Session. We will send you a link to join the session
3. All participants must have a **Gmail** account
4. Participants are expected to finish the course with at least **50%** pass grade

COURSE SCHEDULE/METHODOLOGY FOR THE 6 - WEEKS ONLINE RESULTS BASED MONITORING AND EVALUATION TRAINING

WEEK 1	
Monday	Complete the Pre - Evaluation Training
Unit 1.0	Introduction to M&E (What this training is about/What it is not)!
Unit 2.0	Result Based Monitoring and Evaluation (Establishing Nuances and Concepts)
Unit 3.0	Causal Pathways - Theory of Change/Logical Frameworks/Program Theory
Unit 4.0	Result Chains (From Input to Impact)
Unit 5.0	Identifying Key Indicators

Sunday	Submit all task by 11.59 GMT+1
WEEK 2	
Monday	
Unit 1.0	Introduction to Data (Types/Forms)
Unit 2.0	Quantitative Data Collection Methods
Unit 3.0	Qualitative Data Collection Methods
Unit 4.0	Sampling and Sampling Methods
Tuesday	Publish consultant response to participant week 1 task
Sunday	Submit all task by 11.59 GMT+1
WEEK 3	
Monday	
Unit 1.0	Planning Quantitative/Qualitative Data Analysis
Unit 2.0	Using Spreadsheet Based Tools/SPSS (Demonstration)

Unit 3.0	Qualitative Data Analysis Using MaXQDA/Invivo Based Tools (Demonstration)
Unit 4.0	Data Auditing and Supervision
Tuesday	Publish consultant response to participant week 2 task
Sunday	Submit all task by 11.59 GMT+1

WEEK 4	
Monday	
Unit 1.0	Introduction to Evaluation
Unit 2.0	Evaluation Design
Unit 3.0	Phases of an Evaluation
Unit 4.0	Evaluation Report/Communication
Tuesday	Publish consultant response to participant week 3 task
Sunday	Submit all task by 11.59 GMT+1
WEEK 5	
Monday	
Unit 1.0	Developing an M&E Plan
Unit 2.0	From Start to Finish (A Summary)
Unit 3.0	M&E Consulting as a Profession
	Final Quiz
Tuesday	Publish consultant response to participant week 4 task
Sunday	Submit all task by 11.59 GMT+1
WEEK 6 CONSULTING WEEK	
Monday	Publish consultant response to participant week 5 task
Tuesday - Friday	Schedule 30 minutes online chat with participant to discuss questions, concerns and next steps

1. Participants will be invited to our online Classroom on the Monday of Week 1 by 12.00 pm (GMT+1)
2. Courses will be published every Monday by 12.00 pm (GMT+1).You will get an email alert.
3. Participants are expected to submit exercises and or task from the course by Sunday of the week before 11.59 GMT+1
4. Online facilitator will publish a response to your submitted exercises on Tuesday of the following week by 11.59 GMT+1 (You will get an email alert)
5. On week 6, online facilitator will publish a response to your submitted exercises for Week 5 on Tuesday by 12 pm GMT+1 (You will get an email alert)
6. On week 3, we will explore scheduling a 30 minutes online consulting on Week 6. The 30 minutes will be used to discuss questions,comments and suggestions. 7. On the 7th week, participants will receive a certificate of participation and will be exited from the class.
7. We encourage participants to download all materials before Friday, 11.59 GMT+1 of the 7th Week, as they will not have access to the classroom after the 7th week.

*** ALL PARTICIPANTS MUST HAVE A GMAIL ACCOUNT ***
*** PARTICIPANTS ARE EXPECTED FINISH THE COURSE WITH AT LEAST 50% PASS GRADE ***

This course is designed by Cloneshouse Nigeria, and cannot be used in whole or part without recourse to Cloneshouse Nigeria at https://cloneshouse.com +234-906-770-1584; abuja@cloneshouse.com

GRADE SCALE FOR OUR COURSES

Grade	Scale	Remarks
>90 - 100	A	Excellent
>80 - 90	B	Very Good +
>70 - 80	C	Very Good -
>60 - 70	D	Good +
>50 - 60	E	Good -
<50	F	Failed