Course Title

Monitoring & Evaluation M&E of Enterprises & TVET Institutions

Speaker

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Course Description

This course can be taken alone as a 5-day course, or joined with and at the last of the two courses for Strategic & Quality Assurance Management of Enterprises & Technical and Vocational Education and Training TVET Institutions.

Course Objectives

This course is designed to help the participants to:

1. Introduce a step-by-step process for designing and implementing new or improved sustainable M&E System as essential part of the Result Based Management RBM for an Enterprise, in general, or a TVET Institution (Institute, College, Centre, School, etc.) in particular.
2. Explain how a Result Based Monitoring & Evaluation RBM&E System is increasing accountability, transparency and enhancing the effectiveness of managing an Enterprise or TVET Institution.
3. Explain how to conduct stakeholder and organizational analysis and identify key success areas and performance indicators for different Enterprises and TVET Institutions.
4. Reconcile diverse stakeholder interests in M & E Systems

Specific Course Outline

The following are the topics covered in the course:

Section A: Setting Up of M&E Systems for Enterprises and TVET Institutions

1. Introduction to Evaluation - Summative and Formative Evaluation
2. Evaluation of Training in TVET Centres and CoC
3. Results Based Management RBM
4. M & E as Essential Part of RBM
5. How to Build a Result Based Monitoring & Evaluation RBM&E System
7. Building a Sustainable Result Based Monitoring & Evaluation RBM&E System
8. Readiness Assessment as Part of a Result Based Monitoring & Evaluation RBM&E System
9. Quality & Updating Result Based Monitoring & Evaluation RBM&E System
10. Systematic Moves Toward Result Based Management RBM and M&E of a TVET System
11. Purpose and Benefits of Result Based Monitoring & Evaluation RBM&E Systems
Section B: Monitoring & Evaluation M&E Tools, Methods and Approaches

1. Benchmarking
2. Key Performance Indicators KPIs
3. The Logical Framework Approach
4. Theory Based Evaluation
5. Formal and User Satisfaction Surveys
6. Rapid Appraisal Methods
7. Participatory Methods
8. Public Expenditure Tracking Surveys
9. Cost Benefit and Cost Effectiveness Analysis
10. Impact Evaluation

Training Methodology:

1. Interactive/practical training
2. Two way communication
3. Exercises / Assignments
4. Brain Storming
5. Case Studies
6. Open Discussions
7. Ready to use samples

Venue / Training Location:

To be advised

Who Should Attend?

1. From TVET Institutions
   Principals, Managers, Directors, Heads of Training Departments, Master Trainers, Instructors / Trainers / Teachers, Assessors, Observers & Verifiers

2. From Enterprises & Employers
   Managers, Head of Departments, Planners, schedulers, Trainers (Engineers & Supervisors) & Career Development Section Leaders

3. From TVET Stakeholders
   Representatives from: Federations, Chambers, Training Councils, General Unions of Trainees, Workers, Private Training Institutes, Technical Schools, etc.

Language

1. The training materials for the participants will be in English.
2. The language of instruction will be in English