

# Evaluation Helpdesk

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## Organisation of training and 'rules of the game' of working groups

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## Organisation of training

- Topics:
  - Block 1 - Developing an evaluation strategy
  - Block 2 – Implementation evaluations
  - Block 3 – Quality assurance
  - Block 4 – Master class on case studies
  
- Organisation:
  1. Plenary sessions introducing general framework on each block
  2. Working group sessions
  3. Reporting back from working groups to plenary sessions
  4. 'Formal Presentations' on each topic in plenary session and discussion of points from working groups

## Working groups

- 7 groups, 8-9 participants in each
- 3 working group sessions
- Focus of discussion on set of questions discussed ahead of group work
- One group moderator among participants in each group – proposed group moderators:
  - Group 1: Jana Drlikova (CZ)
  - Group 2: Veronique Menez (FR)
  - Group 3: Pedro Mendes (PT)
  - Group 4: Eloisa Canu (IT)
  - Group 5: Johannes Herrmann (DE)
  - Group 6: Miryam Vahtra (EE)
  - Group 7: Carolina Schönbeck (SE)
- Training personnel 'circulating' between groups

## Working groups

- Steps in working group sessions:
  - Designate rapporteur to take notes of discussion and report back to plenary session (main points using ppt, flipchart or other means)
  - Discussion – guided by group moderator
- Rapporteur reports back on discussion in plenary session: 5 minutes per group
- Reflections of training team on main points arising

Thank you  
for  
your attention