Digital Data Collection Tools in M&E Training Course

Professional Development Training Course Outline

Category	Monitoring and Evaluation	**Duration**	5 Days
Base Fee	$1,500 USD	**Delivery Mode**	Online / On-site Hybrid

Course Introduction

In the era of digital transformation, Monitoring and Evaluation (M&E) professionals require cutting-edge skills in digital data collection, analysis, and visualization to enhance program effectiveness and evidence-based decision-making. Digital Data Collection Tools in M&E Training Course equips participants with the latest knowledge and hands-on skills to leverage mobile surveys, cloud-based data systems, and real-time dashboards. Participants will gain practical expertise in using tools such as KoboToolbox, ODK, SurveyCTO, CommCare, and Power BI, enhancing their ability to capture, manage, and analyze data efficiently while ensuring data quality, security, and integrity.

This course emphasizes practical applications, case studies, and emerging trends in digital M&E, enabling participants to adopt innovative digital methodologies for program monitoring, evaluation, and impact assessment. By the end of the training, participants will be adept at designing digital survey instruments, automating data collection workflows, and generating actionable insights, making them valuable assets for development organizations, NGOs, government agencies, and research institutions committed to evidence-driven program improvement.

Programme Curriculum

Digital Data Collection Tools in M&E Training Course

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Course Duration

5 days

Course Objectives

By the end of this course, participants will be able to:

1. Understand the role of digital tools in modern M&E processes.
2. Design high-quality digital survey instruments for field data collection.
3. Apply mobile data collection platforms like KoboToolbox, ODK, and SurveyCTO.
4. Utilize cloud-based systems for secure data storage and management.
5. Conduct real-time monitoring and dashboards for program performance.
6. Ensure data quality, accuracy, and integrity in digital data collection.
7. Integrate GIS and GPS functionalities for spatial data analysis.
8. Automate data collection workflows to increase efficiency.
9. Analyze and visualize data using Power BI, Tableau, and Excel.
10. Apply ethical standards and data privacy in digital M&E tools.
11. Leverage SMS, IVR, and mobile apps for remote data collection.
12. Evaluate the impact of digital tools on program decision-making.
13. Adapt to emerging digital innovations for M&E in complex environments.

Target Audience

1. M&E Officers and Specialists
2. Program Managers and Coordinators
3. Data Analysts and Statisticians
4. Research Officers and Consultants
5. NGO and Development Organization Staff
6. Government Monitoring Officers
7. ICT Officers in Data Management
8. Graduate Students and Academics in Social Sciences

Course Modules

Module 1: Introduction to Digital Data Collection in M&E

- Understanding digital transformation in M&E
- Key digital tools and platforms for data collection
- Benefits of digital data over traditional methods
- Challenges and solutions in digital data adoption

- Case Study: Transitioning from paper-based surveys to mobile platforms

Module 2: Designing Digital Survey Instruments

- Principles of survey design for digital tools
- Creating structured questionnaires and forms
- Integrating skip logic, validations, and automated checks
- User-friendly interfaces for field enumerators
- Case Study: Optimizing mobile surveys for health program monitoring

Module 3: Mobile Data Collection Platforms

- Overview of KoboToolbox, ODK, and SurveyCTO
- Setting up digital forms and field workflows
- Data submission, storage, and retrieval
- Offline data collection and synchronization
- Case Study: Mobile data collection for rural water project evaluation

Module 4: Cloud-Based Data Management

- Secure cloud storage options and best practices
- Real-time data access and management
- Data backup, encryption, and disaster recovery
- Multi-user collaboration and access control
- Case Study: Cloud-based monitoring for education programs

Module 5: Data Quality and Validation

- Ensuring accuracy, completeness, and consistency
- Automated validation checks and data cleaning techniques
- Handling missing or erroneous data
- Quality assurance workflows for digital datasets
- Case Study: Improving data quality in multi-site health surveys

Module 6: GIS, GPS, and Spatial Data Collection

- Introduction to GIS and GPS functionalities in M&E
- Capturing geospatial data with mobile tools
- Mapping program outputs and impacts
- Integrating spatial data with dashboards
- Case Study: Tracking agricultural project coverage with GIS

Module 7: Data Analysis and Visualization

- Basics of data analysis in Excel, Power BI, and Tableau
- Generating automated reports and dashboards
- Visualizing trends, comparisons, and key indicators
- Interpreting results for program decision-making
- Case Study: Dashboard reporting for nutrition programs

Module 8: Ethical and Innovative Practices in Digital M&E

- Data privacy, confidentiality, and ethical considerations

- Using SMS, IVR, and mobile apps for remote collection
- Adapting to emerging digital innovations
- Leveraging AI and machine learning in M&E data
- Case Study: Remote monitoring of COVID-19 interventions using SMS surveys

Training Methodology

This course employs a participatory and hands-on approach to ensure practical learning, including:

- Interactive lectures and presentations.
- Group discussions and brainstorming sessions.
- Hands-on exercises using real-world datasets.
- Role-playing and scenario-based simulations.
- Analysis of case studies to bridge theory and practice.
- Peer-to-peer learning and networking.
- Expert-led Q&A sessions.
- Continuous feedback and personalized guidance.

Register as a group from 3 participants for a Discount

Send us an email: info@fineskilltrainingcenter.org or call *+254769199797*

Certification

Upon successful completion of this training, participants will be issued with a globally- recognized certificate.

Tailor-Made Course

We also offer tailor-made courses based on your needs.

Key Notes

a. The participant must be conversant with English.

b. Upon completion of training the participant will be issued with an Authorized Training Certificate

c. Course duration is flexible and the contents can be modified to fit any number of days.

d. The course fee includes facilitation training materials, 2 coffee breaks, buffet lunch and A Certificate upon successful completion of Training.

e. One-year post-training support Consultation and Coaching provided after the course.

f. Payment should be done at least a week before commence of the training, to Fineskill Training Center account, as indicated in the invoice so as to enable us prepare better for you.

Upcoming Scheduled Sessions

Start Date	End Date	Location	Price

23 Nov 2026	27 Nov 2026	Online	$1,000
23 Nov 2026	27 Nov 2026	Physical	$1,500
23 Nov 2026	27 Nov 2026	Physical	$3,000
23 Nov 2026	27 Nov 2026	Physical	$3,000
23 Nov 2026	27 Nov 2026	Physical	$6,000
23 Nov 2026	27 Nov 2026	Physical	$4,500
23 Nov 2026	27 Nov 2026	Physical	$6,000
23 Nov 2026	27 Nov 2026	Physical	$6,000

Ready to enroll or request a customized program? Book online or contact us:

Register Online Now

Email: info@fineskilltrainingcenter.com | Website: www.fineskilltrainingcenter.com