ICT for Monitoring and Evaluation 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 rapidly evolving field of Monitoring and Evaluation (M&E), Information and Communication Technology (ICT) tools are playing an increasingly pivotal role in enhancing efficiency, accuracy, and scalability. The Training Course on ICT for Monitoring & Evaluation (M&E) is designed to equip professionals in the public, private, and non-governmental sectors with the technical skills necessary to integrate ICT solutions into M&E processes. By leveraging digital tools such as data management systems, mobile data collection apps, and online reporting platforms, participants will enhance their ability to track program performance, analyze data, and generate real-time reports.

The use of ICT in M&E has revolutionized how data is collected, processed, and analyzed, significantly improving decision-making and accountability. Whether you're managing a project, program, or organizational level M&E system, understanding how to effectively use ICT tools is crucial for optimizing impact. From designing robust data collection systems to automating reporting, this course covers key ICT tools and techniques that can streamline M&E activities and improve data-driven decision-making.

Programme Curriculum

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As organizations increasingly adopt digital tools, the demand for professionals who can effectively use ICT in M&E has grown. This course addresses this need by providing hands-on training on the most widely used tools and software for data management, monitoring, and evaluation. Participants will learn how to use these tools to automate processes, enhance data accuracy, and produce real-time reports that contribute to more transparent and efficient program implementation.

Course Duration

5 Days

Course Objectives

1. Understand the role of ICT in enhancing Monitoring and Evaluation systems.
2. Learn how to select and implement appropriate ICT tools for M&E.
3. Gain proficiency in using data management and analysis software for M&E.
4. Learn to design and deploy mobile data collection systems.
5. Understand how to automate reporting and generate real-time reports.
6. Explore the integration of ICT into data visualization and decision-making.
7. Understand data quality assurance techniques using ICT tools.
8. Learn to integrate ICT tools with M&E frameworks for better program tracking.
9. Explore case studies of ICT implementation in M&E across different sectors.
10. Build skills in using ICT for reporting and presenting M&E findings to stakeholders.

Organizational Benefits

1. Improved efficiency in data collection, management, and analysis through automation.
2. Enhanced data accuracy and reliability, leading to better decision-making.
3. Real-time reporting capabilities for more agile program management.
4. Increased accountability and transparency with ICT-driven M&E processes.
5. Strengthened capacity for monitoring and evaluating complex programs.
6. Streamlined communication and collaboration across teams with integrated ICT systems.
7. Greater capacity for data-driven insights, improving program effectiveness.
8. Enhanced ability to track project performance and impact using ICT-based systems.
9. Cost-effective M&E processes by reducing manual labor and errors.

10. Increased capacity for reporting and engaging stakeholders with digital tools.

Target Participants

- M&E professionals in public, private, and non-governmental sectors.
- Project managers and coordinators involved in monitoring and evaluating programs.
- IT professionals and data analysts working in M&E systems.
- Government officials and policymakers involved in project monitoring and evaluation.
- Staff from international development organizations or agencies engaged in monitoring projects.
- Students and professionals interested in learning how to integrate ICT in M&E.
- M&E consultants looking to enhance their skills in digital tools and platforms.

Course Outline

Module 1: Introduction to ICT in Monitoring and Evaluation

1. Overview of ICT tools in M&E.
2. Key benefits of integrating ICT into M&E processes.
3. Types of ICT tools used in M&E (data management, analysis, reporting).
4. Challenges and opportunities in using ICT in M&E.
5. Case study: Successful ICT adoption in M&E for international development projects.

Module 2: ICT Tools for Data Collection in M&E

1. Mobile data collection systems (e.g., Open Data Kit, KoBoToolbox).
2. Survey tools and online platforms for data collection (e.g., Google Forms, SurveyMonkey).
3. Designing digital forms and questionnaires for field data collection.
4. Ensuring data quality and consistency through digital systems.
5. Case study: Mobile data collection for health monitoring programs.

Module 3: Data Management and Analysis with ICT Tools

1. Data management software for M&E (e.g., Excel, SPSS, Stata).
2. Data cleaning and preprocessing techniques using ICT.
3. Analyzing large datasets efficiently using digital tools.
4. Automating data analysis processes with software tools.
5. Case study: Data analysis in a community development project.

Module 4: Real-Time Reporting and Data Visualization

1. Tools for automating report generation (e.g., Power BI, Tableau).
2. Creating dashboards for real-time monitoring of projects.
3. Data visualization techniques for effective communication of M&E findings.
4. Using charts and graphs to represent data trends and program performance.
5. Case study: Real-time reporting and visualization in disaster response programs.

Module 5: Integrating ICT with M&E Frameworks

1. Aligning ICT tools with logical frameworks and results-based M&E.
2. Using ICT to track indicators, outputs, and outcomes.
3. Integrating ICT in tracking program progress and performance.
4. The role of ICT in managing project databases and dashboards.
5. Case study: Integrating ICT in the M&E of an education program.

Module 6: Advanced ICT Applications in M&E

1. GIS for spatial analysis in M&E.
2. Using big data and cloud computing in M&E systems.
3. Introduction to artificial intelligence and machine learning in M&E.
4. Exploring ICT tools for impact evaluation and learning.
5. Case study: Advanced ICT tools in monitoring health programs in rural areas.

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:

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