ODK for 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

Open Data Kit (ODK) is revolutionizing Monitoring and Evaluation (M&E) by enabling efficient, real-time, and accurate data collection in diverse development and research contexts. ODK for M&E Training Course equips participants with the skills to design digital surveys, collect high-quality data, and conduct in-depth analysis using mobile and cloud-based tools. Leveraging digital transformation, data accuracy, real-time reporting, and evidence-based decision-making, this course empowers professionals to optimize M&E processes, reduce human error, and improve program outcomes.

This course focuses on hands-on learning, practical field exercises, and case-study-driven examples to ensure participants can translate knowledge into actionable results. By the end of this training, learners will master ODK tools, enhance their data management capabilities, and develop digital monitoring strategies that support accountability, transparency, and impact measurement. This program is designed for M&E practitioners, researchers, and development professionals seeking to leverage mobile data collection technologies to enhance performance monitoring and reporting.

Programme Curriculum

ODK for M&E Training Course

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Course Duration

5 days

Course Objectives

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

1. Understand the fundamentals of ODK and digital data collection.
2. Design and deploy mobile surveys for M&E activities.
3. Implement real-time data monitoring and automated reporting.
4. Ensure data quality, validation, and integrity using ODK.
5. Integrate geospatial and multimedia data for richer insights.
6. Manage offline data collection and synchronize with cloud servers.
7. Analyze collected data using Excel, R, or Power BI.
8. Apply data encryption and security protocols for sensitive information.
9. Optimize cost-efficiency and time-saving in field data collection.
10. Develop customized forms and complex questionnaires in ODK.
11. Utilize case studies to solve real-world M&E challenges.
12. Leverage automated dashboards and visualization tools for reporting.
13. Build digital skills and capacity for future M&E innovations.

Target Audience

- M&E Officers and Managers
- Field Data Collectors
- Research Assistants and Analysts
- Project Coordinators
- Development Practitioners
- Program Evaluators
- NGOs and CSO Staff
- Government M&E Teams

Course Modules

Module 1: Introduction to ODK and Digital Data Collection

- Overview of ODK ecosystem and tools
- Benefits of digital M&E data collection
- Key features of ODK Collect, ODK Build, and ODK Aggregate
- Data security and privacy basics
- Case Study: Mobile survey adoption in rural health programs

Module 2: Designing ODK Forms for M&E

- Creating effective survey questions
- Form logic, skip patterns, and constraints
- Incorporating multimedia and GPS inputs
- Pre-testing and piloting forms
- Case Study: Designing household survey forms for nutrition assessment

Module 3: Deploying ODK Surveys

- Installing ODK Collect on mobile devices
- Uploading and sharing forms via ODK Aggregate
- Offline data collection techniques
- Synchronizing collected data to the server
- Case Study: Collecting field data in remote agricultural projects

Module 4: Data Quality and Validation

- Setting validation rules and constraints
- Ensuring completeness and consistency
- Handling missing or inconsistent data
- Real-time monitoring of data quality
- Case Study: Reducing data entry errors in school attendance tracking

Module 5: Advanced ODK Features

- Geotagging and mapping data
- Using multimedia (photos, audio, video) for validation
- Advanced calculations in forms
- Conditional logic for complex surveys
- Case Study: Mapping community water points for infrastructure monitoring

Module 6: Data Management and Storage

- Exporting data to Excel, CSV, or statistical software
- Managing large datasets
- Cloud storage best practices
- Backup and disaster recovery strategies
- Case Study: Data management workflow in a malaria monitoring project

Module 7: Data Analysis and Reporting

- Cleaning and preparing data for analysis
- Basic and advanced analysis using Excel, R, or Power BI
- Visualization for M&E reports
- Automated dashboards and alerts
- Case Study: Dashboard reporting for NGO project performance

Module 8: Practical Field Exercise and Case Studies

- Hands-on survey deployment in the field
- Troubleshooting common ODK issues
- Presenting findings from collected data
- Peer review and feedback

- Case Study: Real-world application of ODK in community health evaluation

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

Start Date	End Date	Location	Price
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