



# INNOVATIONS FOR POVERTY ACTION

## PARENTAL NUDGES PROJECT [PNP]

### Midline Survey - Caregiver and Child Survey

Field Staff Training Agenda

Venue: Catholic Youth Centre, Tamale

Date: 12<sup>th</sup> April to 16<sup>th</sup> April 2020 | Time: 9am – 5 pm daily

TIME	SESSIONS	LEAD	METHOD
DAY ONE – MONDAY 12 <sup>TH</sup> APRIL 2020			
08:30 - 09:00 am	ARRIVAL AND REGISTRATION	FS	
09:00 - 09:40 am	INTRODUCTION AND ADMINISTRATIVE ISSUES <ul style="list-style-type: none"> <li>▪ Introduction of Facilitators and Participants</li> <li>▪ Review Training Schedule</li> <li>▪ Training Objectives</li> <li>▪ Ground Rules</li> <li>▪ Training Package</li> <li>▪ Administrative Issues</li> </ul>	Murphy	Presentation Q&A
09:40 - 09:55 am	INTRODUCTION TO IPA	Mathew	Presentation, Q&A
09:55 - 10:25 am	OVERVIEW OF PNP <ul style="list-style-type: none"> <li>▪ Context of the Evaluation</li> <li>▪ Details of the Intervention</li> <li>▪ Evaluation Design</li> <li>▪ Study Design and Sampling</li> </ul>	Edward Murphy	Presentation Q&A
10:25 - 11:10 am	Introduction IPA Research Protocols <ul style="list-style-type: none"> <li>▪ Research Ethics and Data Quality</li> </ul>	Mathew	Presentation Q&A
11:10 - 11:25 am	<i>Health Break/Snack</i>		
11:25 am - 1:00 pm	INTERVIEW PROCEDURE <ul style="list-style-type: none"> <li>▪ Preparing for the Interview</li> <li>▪ Conducting the Interview</li> <li>▪ Finishing the Interview</li> <li>▪ Reducing Non-Response</li> <li>▪ Handling Pending Interviews</li> </ul>	Murphy Edward	Presentation Q&A
1:00 - 2:00 pm	<i>Lunch</i>		
2:00 - 3:00 pm	CAREGIVER SURVEY <ul style="list-style-type: none"> <li>▪ Information Panel</li> </ul>	Murphy	Presentation Q&A

TIME	SESSIONS	LEAD	METHOD
	<ul style="list-style-type: none"> <li>Caregiver Consent</li> <li>Child Roster</li> <li>Caregiver Background</li> <li>Parent Engagement in Education</li> </ul>	Edward	
3:00 -4:00 pm	CAREGIVER SURVEY <ul style="list-style-type: none"> <li>Caregiver Emotional Supportiveness</li> <li>Disciplinary Practices</li> <li>Educational Aspirations</li> <li>Parent Self-Efficacy</li> <li>Gender Bias</li> </ul>	Murphy Edward	Presentation Q&A
4:00 - 4:45 pm	CAREGIVER SURVEY <ul style="list-style-type: none"> <li>Implementation Quality</li> <li>Food Security</li> <li>Poverty Status</li> </ul>	Murphy Edward	Presentation Q&A
4:45 - 5:00 pm	REVIEW OF DAY ONE	FS	Discussion
<b>DAY TWO - TUESDAY 13<sup>TH</sup> APRIL 2021</b>			
08:30 - 09:00 am	ARRIVAL AND REGISTRATION	FS	
09:00 - 09:20 am	RECAP OF DAY ONE	FS	Discussion
09:20 - 09: 35 am	CAREGIVER SURVEY <ul style="list-style-type: none"> <li>Tracking Updates</li> <li>Interview Outcome</li> </ul>	Murphy	Presentation Q&A
10:35 - 10:45 am	CONDUCTING THE CAREGIVER SURVEY USING SURVEYCTO <ul style="list-style-type: none"> <li>Overview of SurveyCTO</li> <li>Tablet Functionality Issues and Standard Settings</li> <li>Using Manage Cases</li> </ul>	Mathew	Presentation Q&A
10:45 - 11:00 am	<i>Health Break/Snack</i>		
11:00 - 12:30 am	CONDUCTING THE CAREGIVER SURVEY USING SURVEYCTO <ul style="list-style-type: none"> <li>Downloading Forms and Uploading Data to the Server</li> <li>Bench testing of Caregiver Survey SurveyCTO form</li> <li>Feedback on Caregiver Survey SurveyCTO form</li> </ul>	Mathew	Presentation Q&A
12:30 - 1:30 pm	<i>Lunch</i>		
1:30 - 2:30pm	MOCK INTERVIEW - CAREGIVER SURVEY I		Presentation

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	<ul style="list-style-type: none"> <li>Paired Interviews with Feedback</li> </ul>	Murphy	Q&A
2:30 – 4:40 pm	CONDUCTING THE CAREGIVER SURVEY IN LOCAL LANGUAGES <ul style="list-style-type: none"> <li>Overview of Local Language Versions of Assessments</li> <li>Break-Out Sessions into Survey Languages</li> </ul>	FS	Presentation Q&A
4.40 - 5.00 pm	REVIEW OF DAY TWO	FS	
<b>DAY THREE - WEDNESDAY 14TH APRIL 2021</b>			
08:30 - 09:00 am	ARRIVAL AND REGISTRATION	FS	
09:00 - 09:30 am	RECAP OF DAY ONE	FS	Discussion
09:30 - 10:00 am	CHILD SURVEY <ul style="list-style-type: none"> <li>General Guidelines for Conducting the Assessment</li> <li>Information Panel</li> <li>Child Consent – Demonstration</li> </ul>	Murphy Edward	Presentation Q&A
10:00 - 10:45 am	CHILD SURVEY <ul style="list-style-type: none"> <li>Item 1 – Personal Awareness</li> <li>Item 2 – Education</li> <li>Item 3 - Conflict Resolution</li> <li>Item 4 – Relationship</li> </ul>	Edward Esinam	Presentation Q&A
10:45 - 11:00 am	<i>Health Break/Snack</i>		
11:00 - 11:45 am	CHILD SURVEY <ul style="list-style-type: none"> <li>Item 5 - Oral Vocabulary</li> <li>Item 6 - Non-Word Reading</li> <li>Item 7 - Spelling</li> </ul>	Esinam Edward	Presentation Q&A
11:45 am - 12:30 pm	CHILD SURVEY <ul style="list-style-type: none"> <li>Item 8 - Oral Reading and Comprehension</li> <li>Item 9 - Phonological Awareness</li> </ul>	Esinam Edward	Presentation Q&A
12:30 - 1:30 pm	<i>Lunch</i>		
1:30 - 2:25 pm	CHILD SURVEY <ul style="list-style-type: none"> <li>Item 10 - Counting</li> <li>Item 11 - Number Discrimination</li> <li>Item 12 - Missing Number</li> </ul>	Esinam Edward	Presentation Q&A
2:25 - 3:10 pm	CHILD SURVEY <ul style="list-style-type: none"> <li>Item 13 - Numbers</li> </ul>	Esinam	Presentation

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	<ul style="list-style-type: none"> <li>Item 14 - Word Problem</li> <li>Item 15 – Operations</li> </ul>	Edward	Q&A
3:10 - 3:55 pm	CHILD SURVEY <ul style="list-style-type: none"> <li>Item 16 – Working Memory</li> <li>Item 17 – Short Term Memory</li> <li>Item 18 – Gender Bias</li> </ul>	Esinam Edward	Presentation Q&A
3:55 - 4:40 pm	CHILD SURVEY <ul style="list-style-type: none"> <li>Item 19 – Time Use</li> <li>Item 20 – Child Wellbeing</li> <li>Item 21 – Caregiver Engagement</li> <li>Item 22 – Job and Education Aspirations</li> </ul>	Esinam Edward	Presentation Q&A
4.40 - 5.00 pm	REVIEW OF DAY THREE	FS	Discussion
<b>DAY FOUR - THURSDAY 25TH, 2021</b>			
08:30 - 09:00 am	ARRIVAL AND REGISTRATION	FS	
09:00 - 09:30 am	RECAP OF DAY THREE	FS	Discussion
09:30 - 10:00 am	CHILD SURVEY <ul style="list-style-type: none"> <li>Item 23 – Motivation</li> <li>Item 24 – Self-Esteem</li> <li>Item 25 – Food Insecurity Experience</li> <li>Interview Outcome</li> </ul>	Edward Murphy	Presentation Q&A
10:00 - 10:45 am	MOCK INTERVIEW – CHILD SURVEY <ul style="list-style-type: none"> <li>Paired Interviews with Feedback</li> </ul>	FS	Presentation Q&A
10:45 - 11:00 am	<i>Health Break/Snack</i>		
11:00 - 11:45 am	ADMINISTERING THE CHILD SURVEY USING SURVEYCTO <ul style="list-style-type: none"> <li>Bench Testing of Caregiver Survey SurveyCTO Form</li> <li>Feedback on Caregiver Survey SurveyCTO Form</li> </ul>	Mathew	Presentation Q&A
11:45 am - 12:30 pm	INTER-RATER RELIABILITY MEASURE I <ul style="list-style-type: none"> <li>Group Practice</li> <li>Discussion and Feedback on Assessor Accuracy Measure</li> </ul>	Murphy	Presentation Q&A
12:30 - 1:30 pm	<i>Lunch</i>		
1:30 - 2:30 pm	CONDUCTING THE CHILD SURVEY USING LOCAL LANGUAGES	FS	Presentation

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	<ul style="list-style-type: none"> <li>Overview of Local Language Versions of Assessments</li> <li>Break-Out Sessions into Survey Languages</li> </ul>		Q&A
2:30 - 3:40 pm	INTER-RATER RELIABILITY MEASURE II <ul style="list-style-type: none"> <li>Group Practice</li> <li>Discussion and Feedback on Assessor Accuracy Measure</li> </ul>	Murphy	Presentation, Q&A
3:40 - 4:50 pm	MOTORBIKE COMPLIANCE POLICY <ul style="list-style-type: none"> <li>Meeting with DVLA</li> </ul>	Jehiel	Presentation Q&A
4.50 - 5.00 pm	REVIEW OF DAY FOUR	FS	Discussion
<b>DAY FIVE – FRIDAY 26TH APRIL, 2021</b>			
08:30 - 09:15 am	GETTING READY FOR FIELD VISIT <ul style="list-style-type: none"> <li>Team Assignment</li> <li>Departure to the Field</li> </ul>	Murphy	Discussion
09:15 am - 15:00 pm	FIELD VISIT	FS	Interviews
15:00 - 17:00 pm	DEBRIEFING	Murphy	Discussion
15:00 - 16:00 pm	GETTING READY FOR THE FIELDWORK <ul style="list-style-type: none"> <li>Team Composition and Expectations</li> <li>Survey Schedules and Field Movement Plan</li> <li>Data Quality Assurance and Security Systems</li> <li>Equipment, Materials, and Supplies</li> <li>Payment of Training Allowances and T&amp;T</li> <li>Wrap Up and Next Steps</li> </ul>	Murphy Mathew Edward	Presentation Q&A
<b>DAY SEVEN – FRIDAY 11<sup>TH</sup> MAY 2018</b>			
08:30 - 09:15 am	REGISTRATION	FS	
09:15 am - 11:00 pm	GETTING READY FOR THE FIELDWORK <ul style="list-style-type: none"> <li>Safety and Security of Field Staff</li> <li>Data Quality Techniques</li> </ul>	Murphy Mathew	Presentation Q&A
11:00 am - 12:30 pm	GETTING READY FOR THE FIELDWORK <ul style="list-style-type: none"> <li>Team Composition and Expectations</li> <li>Survey Schedules and Field Movement Plan</li> <li>Wrap Up and Next Steps</li> </ul>	Murphy Edward	Presentation Q&A
1:00 pm	CLOSE		