



INNOVATIONS FOR POVERTY ACTION

PARENTAL NUDGES PROJECT [PNP]

Endline Survey - Caregiver and Child Survey IField Staff

Training Agenda

Venue: Conference Hall of the Tamale Sports Stadium

Date: 2nd August to 6th August 2021 | Time: 9 am – 5 pm daily

TIME	SESSIONS	LEAD	METHOD
DAY ONE – MONDAY 2 ND AUGUST 2021			
08:30 - 09:00 am	ARRIVAL AND REGISTRATION	FS	
09:00 - 09:30 am	INTRODUCTION AND ADMINISTRATIVE ISSUES <ul style="list-style-type: none"> ▪ Introduction of Facilitators and Participants ▪ Review Training Schedule ▪ Training Objectives ▪ Ground Rules ▪ Training Package ▪ Administrative Issues 	Murphy	Presentation Q&A
09:30 - 09:45 am	INTRODUCTION TO IPA	Mathew	Presentation Q&A
09:45 - 10:15 am	OVERVIEW OF PNP <ul style="list-style-type: none"> ▪ Context of the Evaluation ▪ Details of the Intervention ▪ Evaluation Design ▪ Study Design and Sampling 	Edward Murphy	Presentation Q&A
10:15 - 10:55 am	Introduction IPA Research Protocols <ul style="list-style-type: none"> ▪ Research Ethics and Data Quality 	Mathew	Presentation Q&A
10:55 - 11:15 am	Health Break/Snack		
11:15 am - 12:30 pm	INTERVIEW PROCEDURE <ul style="list-style-type: none"> ▪ Preparing for the Interview ▪ Conducting the Interview ▪ Finishing the Interview ▪ Reducing Non-Response ▪ Handling Pending Interviews 	Murphy Edward	Presentation Q&A
12:30 - 1:00 pm	CAREGIVER SURVEY <ul style="list-style-type: none"> ▪ Information Panel ▪ Caregiver Consent ▪ Child Roster 	MurphyEdward	Presentation Q&A

	<ul style="list-style-type: none"> Caregiver Background 		
1:00 - 2:00 pm	Lunch		
2:00 - 3:00 pm	CAREGIVER SURVEY Contd. <ul style="list-style-type: none"> Parent Engagement in Education Caregiver Emotional Supportiveness Strengths and Difficulties Physical Health/ Malaria Prevalence Parent-Reported Attendance Parental Attitude on Attendance (AK & AA) 	Murphy Edward	Presentation Q&A
3:00 -4:00 pm	CAREGIVER SURVEY <ul style="list-style-type: none"> Disciplinary Practices Educational Aspirations Parent Perception on Returns to Education Parent Self-Efficacy Parent Mental Health Gender Bias 	Murphy Edward	Presentation Q&A
4:00 - 4:40 pm	CAREGIVER SURVEY <ul style="list-style-type: none"> Implementation Quality Food Security Tracking Updates Interview Outcome 	Murphy Edward	Presentation Q&A
4:40 – 4:55 pm	QUIZ 1	Murphy Mathew	Written Assessment
4:45 - 5:00 pm	WRAP OF DAY ONE AND SIGN OUT	FS	Discussion
DAY TWO - TUESDAY 3RD AUGUST 2021			
08:30 - 09:00 am	ARRIVAL AND REGISTRATION	FS	
09:00 - 09:20 am	RECAP OF DAY ONE	FS	Discussion
09:20 - 09: 25 am	CONDUCTING THE CAREGIVER SURVEY USING SURVEYCTO <ul style="list-style-type: none"> Overview of SurveyCTO Tablet Functionality Issues and Standard Settings Using Manage Cases 	Mathew	Presentation Q&A
09:25 - 10:45 am	CONDUCTING THE CAREGIVER SURVEY USING SURVEYCTO <ul style="list-style-type: none"> Downloading Forms and Uploading Data to the Server Bench testing of Caregiver Survey SurveyCTO form 	Mathew	Presentation Q&A

	Feedback on Caregiver Survey SurveyCTO form		
10:45 - 11:00 am	Health Break/Snack		
11:00 - 12:00 am	MOCK INTERVIEW - CAREGIVER SURVEY I <ul style="list-style-type: none"> Paired Interviews with Feedback 	Murphy	
12:00 - 1:00 pm	CONDUCTING THE CAREGIVER SURVEY IN LOCAL LANGUAGES <ul style="list-style-type: none"> Overview of Local Language Versions of Assessments Break-Out Sessions into Survey Languages 	FS	
10:00 - 2:00 pm	Lunch		
2:00 - 3:45pm	CONDUCTING THE CAREGIVER SURVEY IN LOCAL LANGUAGES (Contd) <ul style="list-style-type: none"> Overview of Local Language Versions of Assessments Break-Out Sessions into Survey Languages 	FS	Presentation Q&A
3:45 - 4:50 pm	CHILD SURVEY <ul style="list-style-type: none"> General Guidelines for Conducting the Assessment Information Panel Child Consent – Demonstration 	Murphy Edward	Presentation Q&A
4.50 - 5.00 pm	REVIEW OF DAY TWO AND WRAP UP	FS	
DAY THREE - WEDNESDAY 4TH AUGUST 2021			
08:30 - 09:00 am	ARRIVAL AND REGISTRATION	FS	
09:00 - 09:30 am	RECAP OF DAY TWO	FS	Discussion
09:30 - 10:15 am	CHILD SURVEY <ul style="list-style-type: none"> Item 1 – Personal Awareness Item 2 – Education Item 3 - Conflict Resolution Item 4 – Relationship 	Edward Esinam	Presentation Q&A
10:15 - 10:45 am	CHILD SURVEY <ul style="list-style-type: none"> Item 5 - Oral Vocabulary Item 6 - Non-Word Reading Item 7 – Spelling Item 8 – Listening Comprehension 	Edward Esinam	Presentation Q&A
10:45 - 11:00 am	Health Break/Snack		
11:00 - 11:45 am	CHILD SURVEY <ul style="list-style-type: none"> Item 9 - Oral Reading and Comprehension Item 10 - Phonological Awareness 	Esinam Edward	Presentation Q&A
11:45 am - 1:00 pm	CHILD SURVEY <ul style="list-style-type: none"> Item 11 - Counting Item 12 - Number Discrimination Item 13 - Missing Number 	Esinam Edward	Presentation Q&A

	<ul style="list-style-type: none"> Item 14 - Numbers Item 15 - Word Problem 		
1:00 - 2:00 pm	Lunch		
2:00 - 2:55 pm	CHILD SURVEY <ul style="list-style-type: none"> Item 16 - Operations Item 17 - Short Term Memory Item 18 - Working Memory Item 19 - Gender Bias 	Esinam Edward	Presentation Q&A
2:55 - 3:40 pm	CHILD SURVEY <ul style="list-style-type: none"> Item 20 - Time Use Item 21 - Child Wellbeing Item 22 - Caregiver Engagement Item 23 - Job and Education Aspirations 	Esinam Edward	Presentation Q&A
3:10 - 4:40 pm	CHILD SURVEY <ul style="list-style-type: none"> Item 24 - Motivation Item 25 - Self-Esteem Item 26 - Food Insecurity Experience Item 27 - Child Perception on Returns to Education Interview Outcome 	Edward Murphy	Presentation Q&A
4.40 - 5.00 pm	REVIEW OF DAY THREE	FS	Discussion
DAY FOUR - THURSDAY 5 TH AUGUST 2021			
08:30 - 09:00 am	ARRIVAL AND REGISTRATION	FS	
09:00 - 09:30 am	RECAP OF DAY THREE	FS	Discussion
09:30 - 10:15 am	MOCK INTERVIEW - CHILD SURVEY <ul style="list-style-type: none"> Paired Interviews with Feedback 	Edward Murphy	Presentation Q&A
	ADMINISTERING THE CHILD SURVEY USING SURVEYCTO <ul style="list-style-type: none"> Bench Testing of Caregiver Survey SurveyCTO Form Feedback on Caregiver Survey SurveyCTO Form 		
10:15 - 11:00 am	INTER-RATER RELIABILITY MEASURE I <ul style="list-style-type: none"> Group Practice Discussion and Feedback on Assessor Accuracy Measure 	FS	Listening and Scoring
11:00 - 11:15 am	Health Break/Snack		
11:15 - 12:15 am	CONDUCTING THE CHILD SURVEY USING LOCAL LANGUAGES <ul style="list-style-type: none"> Overview of Local Language Versions of Assessments Break-Out Sessions into Survey Languages 	Mathew	Presentation Q&A

12:15 am - 1:00 pm	INTER-RATER RELIABILITY MEASURE II <ul style="list-style-type: none"> • Group Practice • Discussion and Feedback on Assessor Accuracy Measure 	Murphy	Presentation Q&A
1:00 - 2:00 pm	Lunch		
2:00 - 3:45 pm	ROLEPLAY <ul style="list-style-type: none"> ▪ Break in pairs to role-play both caregiver and child surveys 	FS	Roleplay
3:45 - 4:45 pm	IPA's SAFEGUARDING POLICY <ul style="list-style-type: none"> ▪ Safeguarding Responsibility ▪ Abuse 	Murphy	Presentation Q&A
4:45 - 4:55pm	GETTING READY FOR FIELD VISIT <ul style="list-style-type: none"> ▪ Team Assignment 		
4.50 - 5.00 pm	REVIEW OF DAY FOUR	FS	Discussion
DAY FIVE - FRIDAY 6 TH AUGUST 2021			
07:30 - 08:15 am	GETTING READY FOR FIELD VISIT <ul style="list-style-type: none"> ▪ Arrival and Registration ▪ Departure to the Field 	Murphy	Discussion
08:15 - 1:00 pm	FIELD VISIT	FS	Interviews
1:00 - 3:45pm	DEBRIEFING	Murphy	Discussion
3:45 - 4:55 pm	GETTING READY FOR THE FIELDWORK <ul style="list-style-type: none"> ▪ Team Composition and Expectations ▪ Survey Schedules and Field Movement Plan ▪ Data Quality Assurance and Security Systems ▪ Equipment, Materials, and Supplies ▪ Safety and Security 	Murphy	Presentation Q&A
4:55 - 5:00 pm	<ul style="list-style-type: none"> ▪ WRAP UP OF THE TRAINING SESSION 	Murphy	