



## **1B** Evaluation Cycle: Explaining the Evaluation Process

The following websites provide straightforward explanations of the evaluation process and different models of evaluation.

### **Evaluation Trust**

Includes short definitions of what 'evaluation' is information on what makes a 'quality' evaluation, ideas for how to self-evaluate and monitor progress of a group effectively. It explains the differences between monitoring and evaluation and includes explanations of different methods that you can use to collect data within an evaluation (see the **section 7** Evaluation Methods resources within the Evaluation Capacity Building for further information)

**Website:** <http://www.evaluationtrust.org/evaluation/evaluate>

### **LEAP: A manual for Learning Evaluation and Planning in Community Learning and Development: Revised Edition**

This resource is for evaluation that prioritises development, although the approach generates information useful for accountability purposes. It is a five step structure based on the following questions.

Step 1: What difference do we want to make?

Step 2: How will we know we made a difference?

Step 3: How will we go about making the difference?

Step 4: How are we making sure it is happening?

Step 5: Have we made the difference?

**Website:** <http://www.scotland.gov.uk/Publications/2007/12/05101807/4>

### **McNeil J (2007) Evaluation Toolkit Aimhigher Greater Merseyside**

The Greater Merseyside Toolkit includes an overview of the principles of evaluation and guide to planning an individual evaluation. It is a useful starting point for thinking through how to collect data and ideas complement those provided in the Evaluation Capacity Building Toolkit in **section 7** Evaluation Methods.

**Website:** <http://www.ahgtm.ac.uk/toolkit>

### **NFER: Rickinson M (2005) Tool kit 1: planning your research project**

A brief summary of planning a research project, useful for individual evaluations listed in the evaluation plan. A supplement to the Aimhigher Good Practice Guide

**Website:** <http://www.aimhighersw.ac.uk/presentations/nfertoolkit.pdf>