

Prevention Technology Platform Evaluate Programs Tool

The purpose of this guide is to help you identify and organize the information needed by the Evaluate Programs Tool.

Evaluation Plan [2-5 minutes / 5 screens (including example screens)]

This area of the Evaluate Programs Tool requires that you determine which evaluation plan type you will use for your project. Examples of evaluation types are provided in this work area.

Performance Units [1-2 minutes per performance unit / 2 screens]

A performance unit is defined as the largest unit in the evaluation plan hierarchy. Information needed to create a performance unit includes the Performance Unit Number, Performance Unit Name, and a description of the Performance Unit.

Evaluation Components [1-2 minutes per Evaluation Component / 2 screens]

An Evaluation Component is defined as a logical part or thematic set of the Evaluation Performance Unit's structure or activities that can be evaluated together. You will need a name and description for each Evaluation Component created in this work area.

Evaluation Tasks [1-2 minutes per Evaluation Task / 3 screens]

In this work area you will create tasks within components, and attach evaluation questions. Data needed to complete this work area include:

- Evaluation Task Name
- Evaluation Task Description
- Task Type (Process, Outcome or Other)
- Questions about your program that you want address such as what you did, who you reached, or how effective you were, and the level of importance of each question.

Evaluation Design and Targets [2-6 minutes / 4 screens]

Define your evaluation design(s) and data sources, targets, and analysis levels. To complete this work area, you will need to:

- Determine whether participants will be randomly assigned
- Determine values for each evaluation design
- Name the intervention group and comparison (control) group (if appropriate)
- Determine the Data Target(s) for each group to detail who or what will be evaluated
- Determine the number of members (N) of the Data Target that will be evaluated
- Identify the Data Source to specify what or who will provide the data
- Name and number the expected level(s) of statistical analysis you plan to apply to these data

Tracking and Grouping Variables [2-6 minutes / 4 screens]

In this work area you will specify and create tracking and grouping variables. To complete this work area, you will need to determine:

- tracking and grouping variables that you will use to manage the data sets collected for the Evaluation Task.
- variable name
- value type (grouping or tracking)
- variable values
- start value
- iteration value
- end value