



**Bangladesh Water Development Board
Blue Gold Program**

**Training Report
on
Refresher Courses on “Data Collection Process of WMG Outcome
Monitoring Progress Marker by Tablet Operation using ODK
Programing”**



**August 03, 2015 Patuakhali
August 05, 2015 Khulna**

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Introduction:

Blue Gold Program has introduced ODK software based on data collection process by ODK programming using Tablets for outcome mapping/monitoring of its activities bi-annually and it was done by the community organizers through FGD (Focus Group Discussion)



session and direct observation WMG's documents. For this purpose A-4 day training was provided to the COs on September 14-17, 2014 at Patuakhali and in October 26-29, 2014 at Khulna. After the first outcome mapping of this year some modifications brought in WMG progress Markers and at the same time some difficulties/problem regarding data collection process were also identified. that's why two Refresher Training Courses on "Data Collection Process of Outcome Monitoring Progress Marker by Tablet Operation using ODK Programming" were organized on 03 and 05 August'2015 at Training Room, Blue Gold Program office of Patuakhali and Khulna respectively for all Community Organizers.

Objectives of the Training



The aim was to review the existing problem faced by the Community Organizers during data collection and to increase knowledge and skill on progress marker scoring sheet and data collection through Focus Group Discussion, Question & Answers and direct observations. Following are the specific objectives of this course:

- Review the problems and difficulties faced by the staff during data collection and identify the way to overcome;
- Develop understanding on progress marker revised scoring sheet of WMG;
- Improve clear understanding on Administrative and Technical issues on use of Tablet;
- Improve knowledge and understanding on data collection through Focus Group Discussion (FGD).

Training Attendees

The course was designed for the community organizers work in different polders in Patuakhali, Barguna, Khulna and Satkhira under Blue Gold Program. Total 46 Community Organizer participated in these courses in which 17 in Patuakhali and 29 in Khulna. The participant lists are attached as annex-1.

The Training Team

The members of training team were John Marandy (Sr. Socio Economist/DCL), Ms. Showkat Ara (Sr. Sociologist / Cooperative Expert), Tahmina Akter (Socio-Economist), Umme Asma Khanam (Socio-Economist), Shital Krishna Das (M&E Expert), AFM Nurur Rahman (M&E Officer), Md. Zakir Hossain Lucky (M&E Officer), Abul Kashem (Training Expert), G.M. Khairul Islam (Training Coordinator), Md Atikur Rahman (Training Coordinator), Ms. Shamima Nasrin (Training Coordinator).

The Training Agenda

The program of course curriculum is given as annex-2. The major issues addressed within the three sessions of the program included.

Opening of the Course

The training course was inaugurated at 9:00 a.m. in both places. In the opening session background, objectives and agenda of the training course were discussed.

The Refreshers Course Session and Discussion

▪ Progress Marker Scoring Sheet



M&E Expert introduced the background and importance outcome monitoring using ODK software. In this session trainees had the opportunity to learn about the different questions and scoring process for outcome monitoring and shared their experience. During this session some changes in Progress markers are recommended from the

house (such as; including some new word, removing difficult word, simple wording) to make the

Progress Marker Data sheet simple and easy to understand. After the discussion some recommendations accepted instantly and some of them are required further discussion component 1 and 3 especially question regarding FFS issues.

▪ Data Collection

At the beginning of this session participants shared their field experiences, problems and difficulties faced during data collection:

1. WMG members often showed their disinterest to take part in the group discussion session. Some time they proposed for remuneration as they are paying time for the data collection.
2. Most of the time these session dominated by male members and influence other female members to follow him.
3. Uninvited (outsider) people obstruct the Group Discussion session.
4. FFS member usually do not participate in the FGD as a result proper information regarding FFS become difficult to collect from the other members as they are not aware about those issues.
5. Several times WMG members insisted community organizers that write whatever you find good for them (COs and WMG) so that both will be secured.
6. The FDG participants usually demonstrate their less interest to participate in the FGD and do not like to pay adequate time. They often contended to complete within short time. Most of the time participants gave their attention to take picture rather than discussion.
7. They (COs) faced difficulties to memorize all the question of the progress marker as it consists too many questions. And also had problem to conduct FGD by single hand and within limited time.
8. The quality of Tab is very low (or may be software problem) as it performed very slow and often hanged during data collection.

In both batch at Patuakhali and Khulana none of any staff told that they have any limitations on conducting FGD and why they cannot motivate the invited members for active participation and pay standard time up to completion FGD.



After that interactive discussion participant took part in a simulation where they demonstrated how they conduct FGD in the field level. 5/6 COs were invited to demonstrate FGD session. One person will conduct FGD and other COs will act as WMG members. This demonstration (simulation) played 4/5 times by the interested different COs who acted

as FGD facilitator and other participants played the roles WMG members and recorded their observations and discussed later on.

This simulation was a real eye opener for the participants and the observers as there are several problems were raised up regarding the data collection process, type of questionnaire as well as the level of understanding of the community organizers on progress marker and FGD.

Considering the number and type of Progress markers (i.e. indicators) it was difficult to collect data all of them through FGD and this FGD session would not possible to conduct by one COs, for it the DCL and M&E expert decided in this training session, two persons will collect data from WMGs. Then M&E expert agreed with this view and concluded that this issue would be discussed later on to fix this problem.

Then the principle of FGD, how to conduct FGD, The guidelines of FGD, the qualities of good moderator/facilitator, dos and don'ts in FGD conduction were discussed.

After that the training was closed around at 5.00 PM with the concluding remarks that these tabs should be operated strictly by following the Blue Gold Policy and FGD should be conducted according to the lesson learned in the training in both places (i.e. Patuakhali and Khulna).

Conclusion and Recommendation



The participants and the resource persons commented that the training was timely for community organizer as it helps to understand the progress marker and the method of data collection clearly. The training also turned into an opportunity for the M&E Team to review the WMG progress markers of outcome monitoring progress

marker and the process of collection data. Finally the Refreshers Training course came up with the following observations and recommendations:

1. As it is very difficult to collect data by one Community Organizer it was suggested that there should be formed FGD team involving two COs where one will facilitate and moderate the group discussion and another will keep records using tablets.
2. This is about 25 WMG progress markers where 100 of areas to be checked so that at least 2.5 hours to 3.00 hours will be required to complete this FGD. Moreover in this Progress marker Datasheet, some of the data should be collected using FGD, some of them through direct question & answers and some of through checking documents. It is usually difficult to the FGD moderator/facilitator to

change his role & techniques from FGD to Question & Answers or Question & Answer to FGD. As a result COs are usually follow one approach Q&A which is most convenient to them. For avoiding this we can specify it to the questionnaire or allow the COs to collect all the data through direct Q&A and checking documents.

3. More in-depth training and practice is required on FGD techniques for the Community Organizers so that they can play the role as facilitator/moderator and operates tablets properly.
4. The result of this monitoring will directly effect to the COs performance in that case the impartial data may be questionable. M&E team may think to find the alternative to ensure impartial and correct data from the WMG to assess their performance (outcome level) and change level.
5. As most of the participants complaint about Tablets (i.e. performed slow and often hanged), so this problem should be examined.
6. Some new community organizers are recruited. So a full training course on this topic is urgently needed before starting outcome mapping.

Bangladesh Water Development Board

Blue Gold Program

Refresher Training Course on “Data Collection Process of Outcome Monitoring Progress Marker”

by Tablet operation using ODK programming

Training Room, Blue Gold Office, Patuakhali, Date: 03 August’2015

Registered Participants

<i>SL No.</i>	<i>Name</i>	<i>Designation</i>	<i>Contact No.</i>
01	Md.Anisur Rahman	Community Organizer	01712-201899
02	Milon Rani Datta	Community Organizer	01719-633649
03	Nazib Uzzaman (Dipu)	Community Organizer	01756-501314
04	Aklima Akter	Community Organizer	01749-866516
05	Syed Atiqul Islam	Community Organizer	01733-159443
06	Champa Akter	Community Organizer	01721-089666
07	Md.Alamin	Community Organizer	01714-448884
08	Seuly Akter	Community Organizer	01787-006237
09	Lipy Akter	Community Organizer	01736-141919
10	Runa Nandi	Community Organizer	01715-485317
11	Anowar Hossain Suzon	Community Organizer	01767-495393
12	Ahsan habib khan	Community Organizer	01728-173542
13	Yesmin Akter Fatema	Community Organizer	01727-702143
14	Md.Nazrul Islam Jewel	Community Organizer	01718-618997
15	Mahamuda Bgum	Community Organizer	01714-598358
16	Md.Shahjahan Miah	Community Organizer	01760-329300
17	Md.Safiqul Islam	Community Organizer	01719-936152

Bangladesh Water Development Board Blue Gold Program

Refresher Training Course on “Data Collection Process of Outcome Monitoring Progress Marker”
by Tablet operation using ODK programming

Training Room, Blue Gold Office, Khulna, Date: 05 August’2015

Registered Participant

<i>Sl.</i>	<i>Name of Participant</i>	<i>Designation</i>	<i>Contact Number</i>
1	Marjana Sultana	Community Organizer	01923-206141
2	Rabita Mondol	Community Organizer	01913-599789
3	Md. Azizur Rahman (Babul)	Community Organizer	01724-177674
4	Ruksana Parvin	Community Organizer	01917-997219
5	Kumaresh Chandra Dam	Community Organizer	01774-934193
6	Md. Humayun Kabir	Community Organizer	01730-938729
7	Provati Roy	Community Organizer	01721-186562
8	Rashida Akter(Moyna)	Community Organizer	01716-078330
9	Chandan Sarkar	Community Organizer	01733-114284
10	Jannat Ara Ferdous	Community Organizer	01718-943937
11	Mousumee Mondal	Community Organizer	01918-811218
12	Md. Asaduzzaman Biswas	Community Organizer	01849-629065
13	Md. Uzzal Hossain	Community Organizer	01920-393868
14	Suravi Sen	Community Organizer	01745-937854
15	Mariam Khan	Community Organizer	01717-121690
16	Kaiser Khan	Community Organizer	01712-681201
17	Shovan Kumar Adhya	Community Organizer	01761-853328
18	Morsheda Ahmed	Community Organizer	01741-250942
19	Jyotsna Khatun	Community Organizer	01923-980124
20	Md.Abu jafor	Community Organizer	01718-793997
21	Ashish Kumar Mollick	Community Organizer	01914-192066
22	Md.Akidul Islam	Community Organizer	0173-6785590
23	Farzana Khan	Community Organizer	0194-3504601
24	Md. Musabur Rahman	Community Organizer	01713-918275
25	B.M. Alamgir Kabir	Community Organizer	01718-102108
26	Basudev Roy	Community Organizer	01717-862106
27	Goshtha Bihari Mondal	Community Organizer	01714-571202
28	Mina Rani Biswas	Community Organizer	0172-4890614
29	Sabina Yasmin	Community Organizer	01742-706256

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Training Agenda

Time	Topics	Facilitators
09:00-09:15	Welcome and introduction, training objective, agenda and ground rules	
09:15-10:30	Progress marker scoring sheet of WMG	
10:30-10:45	Tea Break	
10:45-12:30	Continuation of last session	
12:30-01:00	Administrative and Technical issue for Uses of TAB	
01:00-02:00	Lunch	
02:00-03:15	Participatory data collection methods, FGD, how to communicate to respondents for data collection, interpretation etc.	
03:15-03:30	Tea Break	
03:30-05:00	Preparation of tentative plan for data collection	
05:00- 05:30	Review and conclusion	