



## Worksheet Step 5: Planning the Evaluation

**What kinds of data will help you learn if you have met your outcome objectives?**

- Height/weight measurements
- Client self-report
- Staff self-report
- Other biometrics
- Foxfire reports
- Interviews
- Other: \_\_\_\_\_

**What kind of data is feasible to collect and analyze?**

- Height/weight measurements
- Client self-report
- Staff self-report
- Other biometrics
- Foxfire reports
- Interviews
- Other: \_\_\_\_\_

**What are the best ways for you to collect data?**

- Paper and pencil survey
- One-on-one conversations with participants
- Group discussions
- Foxfire reports
- Other: \_\_\_\_\_

**How will you make sense of data you collect?**

- Analysis using Excel
- Graphing results
- Looking at frequencies
- Looking at means
- Summarizing client comments
- Other: \_\_\_\_\_

**When will you collect your data?**

- Before class
- After the class
- At each session
- Follow-up 3 months after the project ends
- Other: \_\_\_\_\_



## Worksheet Step 5: Planning the Evaluation Continued

**What will you use as a comparison group?**

- Clients at another clinic within your agency
- Clients who do not participate
- Participant survey data
- No comparison group
- Other: \_\_\_\_\_

**How will you know whether or the project was implemented as planned?**

- Attendance records
- Notes from sessions
- Logs of material distribution
- Client self-report on survey of what they received
- Other: \_\_\_\_\_

**What will you want to tell other people?**

- Description of the problem
- Whether objectives were met
- Description of the program activities
- Participation levels
- Participants satisfaction
- Other: \_\_\_\_\_

**How will you report your findings?**

- Report for WIC
- Presentation
- Article for WIC News
- Other: \_\_\_\_\_