

PROJECT MANAGEMENT | COURSE BROCHURE

Advanced Monitoring and Evaluation of Projects

5 days | Classroom training | English

SMART HORIZON

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Course content

Why attend

This course focuses on advanced techniques for monitoring and evaluating projects, enhancing participants' ability to assess project performance, impact, and sustainability. It equips professionals with practical skills to implement robust evaluation frameworks and methodologies that inform decision-making and improve project outcomes.

Project managers and evaluators often face significant challenges in accurately assessing project effectiveness and impact. The ability to implement advanced monitoring and evaluation techniques is crucial for making informed decisions that enhance project performance and stakeholder engagement. This course addresses the need for rigorous evaluation practices that can provide actionable insights, improve accountability, and ensure that projects meet their intended goals. Participants will learn to navigate complex evaluation landscapes, enabling them to adapt their strategies to diverse project contexts and stakeholder needs, ultimately leading to more successful project outcomes.
Participants will engage in hands-on exercises that simulate real-world evaluation scenarios, allowing them to apply theoretical knowledge in practical settings. They will learn to design comprehensive evaluation frameworks, apply both quantitative and qualitative methods, and interpret data effectively. By practising these skills, participants will be better equipped to deliver high-quality evaluations that drive project success, inform strategic decision-making, and foster a culture of continuous improvement within their organisations. This course empowers professionals to enhance their capabilities in monitoring and evaluation, ensuring they can contribute meaningfully to project outcomes and stakeholder satisfaction.

Professional Problems This Course Is Designed to Solve

- Difficulty translating subject knowledge into practical workplace decisions.
- Inconsistent approaches to the activities covered in the course outline.
- Lack of a structured plan for applying and reviewing new skills.

Course methodology

The course employs a blend of interactive workshops, case studies, and practical exercises to deepen understanding of advanced monitoring and evaluation techniques. Participants will work on real-world scenarios, developing evaluation frameworks and methodologies tailored to specific project contexts. Outputs will include evaluation plans, data analysis reports, and presentations, ensuring participants can apply their learning directly to their projects. This hands-on approach fosters collaboration and peer learning, enabling participants to share insights and best practices while refining their skills in a supportive environment. By the end of the course, participants will have created tangible work products that demonstrate their enhanced capabilities in M&E.



Course content

Course objectives

By the end of this course, participants will be able to:
• Analyse project performance indicators to assess effectiveness and impact in real scenarios.
• Design a comprehensive monitoring and evaluation framework for a specific project context.
• Apply qualitative and quantitative evaluation methods to gather and analyse relevant data.
• Justify the selection of appropriate evaluation tools based on specific project needs and goals.
• Construct a data collection plan that addresses key evaluation questions effectively.
• Evaluate stakeholder engagement strategies to enhance project accountability and responsiveness.
• Present evaluation findings and recommendations to stakeholders in a clear and actionable manner.
• Develop an adaptive management plan that incorporates evaluation findings for continuous improvement.

Target audience

This course is suitable for:
• Project Managers responsible for overseeing project implementation and evaluation.
• Monitoring and Evaluation Specialists focused on assessing project outcomes and impacts.
• Non-profit and NGO professionals involved in programme evaluation and reporting.
• Public Sector Employees tasked with evaluating government-funded projects and initiatives.

Target competencies

Participants will develop competencies in:
• Developing robust evaluation frameworks tailored to specific project needs and contexts.
• Utilising mixed-methods approaches for comprehensive data analysis and interpretation.
• Engaging stakeholders in the evaluation process for enhanced accountability and learning.
• Interpreting and presenting evaluation data to inform strategic decision-making.
• Implementing adaptive management practices based on evaluation findings and stakeholder feedback.
• Facilitating workshops to train teams on monitoring and evaluation best practices and methodologies.

Course outline

Day 1: Foundations of Monitoring and Evaluation

Applied activity: Participants will analyse a fictional project case study to identify relevant KPIs and propose an M&E framework that aligns with project objectives, considering stakeholder needs and project goals. They will present their findings to the group for feedback.
Output: A draft M&E framework document outlining KPIs, methodologies, and ethical considerations.



Course content

09:00–09:54	Understanding the principles and importance of monitoring and evaluation (M&E) in projects.
09:54–10:48	Identifying and defining key performance indicators (KPIs) for effective project assessment.
10:48–11:00	Exploring the role of M&E in project management and decision-making processes.
11:00–11:30	**Coffee break**
11:30–12:12	Exploring the role of M&E in project management and decision-making processes. (continued)
12:12–13:06	Reviewing various M&E frameworks and methodologies applicable to different projects.
13:06–14:00	Discussing ethical considerations and best practices in M&E to ensure integrity.

Day 2: Qualitative and Quantitative Methods in Evaluation

Applied activity: Participants will design a mixed-methods evaluation plan for a fictional project, incorporating both qualitative and quantitative data collection methods. They will justify their choices based on project objectives and stakeholder requirements, ensuring a comprehensive approach.
Output: A comprehensive evaluation plan including data collection instruments and methodologies.

09:00–09:54	Exploring qualitative evaluation techniques and their applications in project assessments.
09:54–10:48	Understanding quantitative methods for data collection and analysis in evaluations.
10:48–11:00	Integrating qualitative and quantitative approaches for a comprehensive evaluation strategy.
11:00–11:30	**Coffee break**
11:30–12:12	Integrating qualitative and quantitative approaches for a comprehensive evaluation strategy. (continued)
12:12–13:06	Developing effective surveys and interview guides for robust data collection.
13:06–14:00	Analysing data using statistical tools and software to derive meaningful insights.

Day 3: Data Analysis and Interpretation

Applied activity: Participants will analyse provided data sets using statistical software, interpreting the results to inform project decisions and recommendations for improvement. They will create visual representations of their findings to enhance clarity and impact.
Output: A data analysis report summarising findings, trends, and actionable recommendations.

09:00–09:54	Understanding data analysis techniques and their relevance to M&E practices.
09:54–10:48	Utilising software tools for data analysis (e.g., Excel, SPSS) to enhance evaluation accuracy.



Course content

10:48–11:00	Interpreting data to draw meaningful conclusions that inform project decisions.
11:00–11:30	Coffee break
11:30–12:12	Interpreting data to draw meaningful conclusions that inform project decisions. (continued)
12:12–13:06	Identifying trends and patterns in evaluation data to support strategic planning.
13:06–14:00	Communicating findings effectively to stakeholders through clear reporting.

Day 4: Engaging Stakeholders in the Evaluation Process

Applied activity: Participants will create a stakeholder engagement plan for their evaluation project, detailing strategies for involving stakeholders throughout the evaluation process. They will role-play stakeholder interactions to practice their engagement techniques and refine their plans.
Output: A stakeholder engagement plan document outlining strategies and communication methods.

09:00–09:54	Identifying key stakeholders in project evaluation and their roles in the process.
09:54–10:48	Developing strategies for effective stakeholder engagement throughout the evaluation cycle.
10:48–11:00	Facilitating stakeholder workshops to gather feedback and insights on evaluation findings.
11:00–11:30	Coffee break
11:30–12:12	Facilitating stakeholder workshops to gather feedback and insights on evaluation findings. (continued)
12:12–13:06	Communicating evaluation results to diverse audiences to ensure understanding and buy-in.
13:06–14:00	Building a culture of learning and accountability through stakeholder involvement.

Day 5: Integrating Evaluation Findings into Project Management

Applied activity: Participants will synthesise their evaluation findings and develop an action plan for a fictional project, incorporating feedback mechanisms for future improvements. They will present their action plans to the group for critique and suggestions.
Output: A comprehensive action plan based on evaluation findings, including next steps and stakeholder engagement strategies.

09:00–09:54	Understanding the role of evaluation in adaptive management and project improvement.
09:54–10:48	Developing action plans based on evaluation findings to enhance project outcomes.
10:48–11:00	Facilitating discussions on lessons learned and best practices from evaluations.



Course content

11:00–11:30	**Coffee break**
11:30–12:12	Facilitating discussions on lessons learned and best practices from evaluations. (continued)
12:12–13:06	Creating a feedback loop for continuous improvement in project management practices.
13:06–14:00	Presenting evaluation results to stakeholders for informed decision-making and future planning.

The timings provided are estimates and may vary depending on the number of participants and the discussions taking place during the sessions. They are indicative only and do not constitute a binding commitment.

Dates, venues and fees

Current published course plans. Fees are per participant in EUR, excluding unconfirmed taxes.

Venue	Start date	End date	Fee (EUR)
Singapore Confirmed dates	9 Nov 2026	13 Nov 2026	**€2,820.-**
Online Confirmed dates	9 Nov 2026	13 Nov 2026	**€1,250.-**
Vienna Confirmed dates	16 Nov 2026	20 Nov 2026	**€2,940.-**
Online Confirmed dates	16 Nov 2026	20 Nov 2026	**€1,250.-**
London Confirmed dates	23 Nov 2026	27 Nov 2026	**€2,450.-**
Online Confirmed dates	23 Nov 2026	27 Nov 2026	**€1,250.-**



Course content

Dates, venues and fees (continued)

Venue	Start date	End date	Fee (EUR)
Dubai Confirmed dates	7 Dec 2026	11 Dec 2026	**€3,150.–**
Online Confirmed dates	7 Dec 2026	11 Dec 2026	**€1,250.–**
Frankfurt Confirmed dates	14 Dec 2026	18 Dec 2026	**€2,650.–**
Online Confirmed dates	14 Dec 2026	18 Dec 2026	**€1,250.–**
Kuala Lumpur Confirmed dates	11 Jan 2027	15 Jan 2027	**€1,450.–**
Online Confirmed dates	11 Jan 2027	15 Jan 2027	**€1,250.–**
Paris Confirmed dates	25 Jan 2027	29 Jan 2027	**€2,860.–**
Online Confirmed dates	25 Jan 2027	29 Jan 2027	**€1,250.–**
Istanbul Confirmed dates	8 Feb 2027	12 Feb 2027	**€2,650.–**



Course content

Dates, venues and fees (continued)

Venue	Start date	End date	Fee (EUR)
Online Confirmed dates	8 Feb 2027	12 Feb 2027	**€1,250.-**
Rome Confirmed dates	15 Feb 2027	19 Feb 2027	**€2,450.-**
Online Confirmed dates	15 Feb 2027	19 Feb 2027	**€1,250.-**
Amsterdam Confirmed dates	22 Feb 2027	26 Feb 2027	**€2,540.-**
Online Confirmed dates	22 Feb 2027	26 Feb 2027	**€1,250.-**
Singapore Confirmed dates	8 Mar 2027	12 Mar 2027	**€2,820.-**
Online Confirmed dates	8 Mar 2027	12 Mar 2027	**€1,250.-**
London Confirmed dates	22 Mar 2027	26 Mar 2027	**€2,450.-**
Online Confirmed dates	22 Mar 2027	26 Mar 2027	**€1,250.-**



Course content

Dates, venues and fees (continued)

Venue	Start date	End date	Fee (EUR)
Dubai Confirmed dates	12 Apr 2027	16 Apr 2027	**€3,150.-**
Online Confirmed dates	12 Apr 2027	16 Apr 2027	**€1,250.-**
Barcelona Confirmed dates	19 Apr 2027	23 Apr 2027	**€2,840.-**
Online Confirmed dates	19 Apr 2027	23 Apr 2027	**€1,250.-**
Frankfurt Confirmed dates	26 Apr 2027	30 Apr 2027	**€2,650.-**
Online Confirmed dates	26 Apr 2027	30 Apr 2027	**€1,250.-**
Kuala Lumpur Confirmed dates	10 May 2027	14 May 2027	**€1,450.-**
Online Confirmed dates	10 May 2027	14 May 2027	**€1,250.-**
Paris Confirmed dates	24 May 2027	28 May 2027	**€2,860.-**



Course content

Dates, venues and fees (continued)

Venue	Start date	End date	Fee (EUR)
Online Confirmed dates	24 May 2027	28 May 2027	**€1,250.-**
Cape Town Confirmed dates	7 Jun 2027	11 Jun 2027	**€1,890.-**
Online Confirmed dates	7 Jun 2027	11 Jun 2027	**€1,250.-**
Istanbul Confirmed dates	14 Jun 2027	18 Jun 2027	**€2,650.-**
Online Confirmed dates	14 Jun 2027	18 Jun 2027	**€1,250.-**
Amsterdam Confirmed dates	21 Jun 2027	25 Jun 2027	**€2,540.-**
Online Confirmed dates	21 Jun 2027	25 Jun 2027	**€1,250.-**
Singapore Confirmed dates	12 Jul 2027	16 Jul 2027	**€2,820.-**
Online Confirmed dates	12 Jul 2027	16 Jul 2027	**€1,250.-**



Course content

Dates, venues and fees (continued)

Venue	Start date	End date	Fee (EUR)
London Confirmed dates	26 Jul 2027	30 Jul 2027	**€2,450.-**
Online Confirmed dates	26 Jul 2027	30 Jul 2027	**€1,250.-**
Dubai Confirmed dates	9 Aug 2027	13 Aug 2027	**€3,150.-**
Online Confirmed dates	9 Aug 2027	13 Aug 2027	**€1,250.-**
Cape Town Confirmed dates	16 Aug 2027	20 Aug 2027	**€1,890.-**
Online Confirmed dates	16 Aug 2027	20 Aug 2027	**€1,250.-**
Frankfurt Confirmed dates	23 Aug 2027	27 Aug 2027	**€2,650.-**
Online Confirmed dates	23 Aug 2027	27 Aug 2027	**€1,250.-**
Kuala Lumpur Confirmed dates	13 Sept 2027	17 Sept 2027	**€1,450.-**



Course content

Dates, venues and fees (continued)

Venue	Start date	End date	Fee (EUR)
Online Confirmed dates	13 Sept 2027	17 Sept 2027	**€1,250.-**
Paris Confirmed dates	20 Sept 2027	24 Sept 2027	**€2,860.-**
Online Confirmed dates	20 Sept 2027	24 Sept 2027	**€1,250.-**
Istanbul Confirmed dates	11 Oct 2027	15 Oct 2027	**€2,650.-**
Online Confirmed dates	11 Oct 2027	15 Oct 2027	**€1,250.-**
Rome Confirmed dates	18 Oct 2027	22 Oct 2027	**€2,450.-**
Online Confirmed dates	18 Oct 2027	22 Oct 2027	**€1,250.-**
Amsterdam Confirmed dates	25 Oct 2027	29 Oct 2027	**€2,540.-**
Online Confirmed dates	25 Oct 2027	29 Oct 2027	**€1,250.-**



Course content

Dates, venues and fees (continued)

Venue	Start date	End date	Fee (EUR)
Singapore Confirmed dates	8 Nov 2027	12 Nov 2027	**€2,820.–**
Online Confirmed dates	8 Nov 2027	12 Nov 2027	**€1,250.–**
London Confirmed dates	22 Nov 2027	26 Nov 2027	**€2,450.–**
Online Confirmed dates	22 Nov 2027	26 Nov 2027	**€1,250.–**
Dubai Confirmed dates	6 Dec 2027	10 Dec 2027	**€3,150.–**
Online Confirmed dates	6 Dec 2027	10 Dec 2027	**€1,250.–**
Frankfurt Confirmed dates	13 Dec 2027	17 Dec 2027	**€2,650.–**
Online Confirmed dates	13 Dec 2027	17 Dec 2027	**€1,250.–**



Course content

Plan your next step

Dates, availability, exact venue, taxes, inclusions and payment terms require written confirmation. This brochure is not a quotation, registration, booking confirmation or visa invitation. Participants receive a Smart Horizon certificate of attendance; programmes are not externally accredited and do not award a professional qualification or designation. Confirm arrangements before booking travel.

For group or in-house training, contact our learning team to discuss your objectives and delivery arrangements.

Contact Smart Horizon

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