# QuIP Lead Evaluator Training

## Schedule: Monday 27th February – Monday 6th March 2023

**Prior to the start date** you will be sent:
- A form to complete with more information about yourself, your work and a potential application of QuIP you may have in mind.
- Access to a learning platform which will be used during the course for viewing the materials, live sessions, questions, comments and sharing messages with us and other course members

This schedule is split into independent study sessions using pre-recorded presentations sent to you and live video-link sessions. You will need to **view the presentations before each live session**, and where possible complete suggested exercises individually or with other training participants. We have broken the week down into days, with both live sessions and independent work outlined for each day. You will need to do some study prior to the course starting on Monday, so please ensure that you have time set aside the week before to complete the introductory materials.

There is a live session each day, this is then followed by self-study materials for you to follow in the time before the next session.

| DAY 1: Monday 27th February |
| --- |
| **INDEPENDENT STUDY: THIS MUST BE COMPLETED BEFORE FIRST LIVE SESSION** |

| **Independent study**<br><br>🖥 **Approximate duration: 1.5 hours** | **Part 1: QuIP methodological overview**<br>*Overview of the theory*<br>   - Methodological origins and development of QuIP<br>   - Introduce steps and roles in QuIP<br><br>**Part 2: Planning a QuIP**<br>*Understand if a QuIP is right for this project's needs*<br>   - Change stories, who/ where/ when<br>   - QuIP in the context of different outcomes-based approaches<br>   - Brief overview of QuIP outputs<br><br>**Part 3: Case selection**<br>*Feel confident using a purposive evidence selection strategy*<br>   - Overview and example of case selection |

| DAY 2: Tuesday 28th February | |
|---|---|
| **Live video link**<br><br>**Starting at 10:00** GMT<br>**Approximate duration: 2 hours** | **LIVE SESSION 1**<br>**Introduction and overview with Fiona and James**<br>- Discuss Q&A on QuIP overview<br><br>**Case Selection:**<br>- Re-cap on main points<br>- Work on a case selection exercise in small groups |
| **Independent study**<br><br>**Approximate duration: 1.5 hours in total** | **Part 4: Questionnaire design**<br>*Understand how to plan a QuIP questionnaire*<br>- Collaborative questionnaire design<br>- Selecting outcome domains<br>- Writing open and closed questions to elicit stories of change<br><br>**Part 5: Preparing for data collection**<br>*Know the steps and skills required for data collection*<br>- Roles and choreography in a QuIP<br>- Training & piloting |

| DAY 3: Wednesday 1st March | |
|---|---|
| **Live video link**<br><br>**Starting at 10:00** GMT<br>**Approximate duration: 1 hour** | **LIVE SESSION 2**<br>**Questionnaire Design with Fiona and Rebekah**<br>- Review questionnaire exercise in groups, work on domain and question structure for example project |
| **Suggested follow up exercises**<br>**Approximate duration: 1 hour (Optional)** | - Design questionnaire structure and QuIP-style open-ended questions for your own project<br>- Think about case selection strategy<br>- Review 'Options in Designing a QuIP Study' |
| **Independent study**<br><br>**Approximate duration: 2 hours** | **Part 6: Data coding - theory**<br>*Understand the QuIP approach to coding qualitative data*<br>- Coding causal claims<br>- Introduction to coding in Causal Map, using attribution, hierarchy and other flags |

| DAY 4: Thursday 2nd March | |
|---|---|
| **Live video link**<br><br>**Starting at 10:00** GMT<br>**Approximate duration: 2 hours** | **LIVE SESSION 3:**<br>**Part 6: Data coding - practice**<br>**Re-cap and Q&A on Part 6 with Fiona, Rebekah and Hannah**<br>- Group work on QuIP coding exercises<br>- Walkthrough of Causal Map coding features and hands-on coding in Causal Map |
| **Independent Study**<br><br>Approximate duration: > 1 hour | **Part 7: Analysis and presentation**<br>- Exploring coded data in the form of maps and tables; what does it mean and how can it be used? |

| Day 5: Friday 3rd March | |
|---|---|
| **Live video link**<br><br>**Starting at 10:00** GMT<br>**Approximate duration: 2 hours** | **LIVE SESSION 4:**<br>**QuIP data analysis and use - with Fiona, Rebekah, Hannah and Steve from Causal Map**<br>- Example presentation of QuIP results<br>- Walkthrough of Causal Map analysis features, and other options for analysis<br>- Introduce accreditation exercises |
| **Optional accreditation exercise** | Lead Evaluator accreditation assignment (included in fee) |

Optional wrap-up session. No teaching, scheduled preparation or exercises – just an opportunity to discuss ideas with the team before we say farewell.

| Optional Day 6: Monday 6th March | |
|---|---|
| **Live video link**<br><br>**Starting at 10:00** GMT<br>**Approximate duration: 1 hour** | **LIVE SESSION 5:**<br>**Optional wrap up session – with James, Fiona, Rebekah, Hannah and Steve from Causal Map**<br>- Digest what you've learned and come back to discuss your thoughts and plans for using QuIP in your work<br>- Ask any questions you have about the accreditation assignment<br>- Steve will be on hand for questions about Causal Map |