Working with intended users throughout…

Step 1 Focus the Evaluation	Step 2 Plan the Evaluation	Step 3 Collect & Analyze Data	Step 4 Report Findings	Step 5 Make Decisions
• Identify and work with intended users • Clarify purpose of evaluation • Develop logic model • Determine evaluation questions	• Determine Output and Outcomes measures • Identify data sources and collection methods • Assign timing, responsibility, and budget	• Develop and pre-test data collection tools • Collect data • Analyze data • Review findings & formulate recommend-ations	• Identify target audience(s) • Determine appropriate communication vehicle(s) • Present/ disseminate	• Review findings & recommend-ations • Ask questions • Develop action plan • Act
Evaluation Questions	Evaluation Framework	Data and Findings	Final Report	More Informed Decisions

Adapted from: Porteous, N. L., Sheldrick, B. J., Stewart, P. (1997). Program evaluation tool kit: A blueprint for public health management. Ottawa, ON: Ottawa-Carleton Health Department, Public Health Research, Education and Development Program and the Ontario Ministry of Health, Public Health Branch.