

**041306T4PMN**

**PROJECT MANAGEMENT LEVEL 6**

**BUS/OS/PM/CR/06/6/A**

**Monitor and Evaluate Projects**

**July/Aug 2023**



**TVET CURRICULUM DEVELOPMENT, ASSESSMENT AND CERTIFICATION  
COUNCIL (TVET CDACC)**

**WRITTEN ASSESSMENT**

**Time: 3 hours**

**INSTRUCTIONS TO CANDIDATES**

1. This paper has two sections **A** and **B**
2. You are provided with a separate answer booklet.
3. Marks for each question are as indicated.
4. Do not write on the question paper.

**This paper consists of 3 printed pages**

**Candidates should check the question paper to ascertain that all pages  
are printed as indicated and that no questions are missing.**

**SECTION A (40 Marks)**

Answer **all** questions in this section

- 1 Define the following terms: (4 Marks)
  - a. Monitoring.
  - b. Evaluation.
- 2 Project monitoring refers to surveillance and tracking of the project to ensure that all the tasks are completed on time. Highlight **four** benefits of project monitoring and evaluation. (4 Marks)
- 3 Project monitoring and evaluation enables you to make better decisions about ongoing and future projects. List **four** monitoring and evaluation data collection methods. (4 Marks)
- 4 Data analysis is the process of cleaning, changing, and processing raw data and extracting actionable, relevant information. Highlight **four** tools of data analysis in monitoring and evaluating projects. (4 Marks)
- 5 Identify FOUR performance indicators measured during project monitoring and evaluation. (4 Marks)
- 6 Writing an evaluation report helps you share key findings and recommendations with internal and external stakeholders List **four** other uses of a monitoring and evaluation report. (4 Marks)
- 7 Logical Framework, a planning tool consisting of a matrix for an overview of a project's goal. State four elements of a logical framework. (4 Marks)
- 8 An evaluation plan sets out the proposed details of an evaluation. Highlight **four** components of a monitoring and evaluation plan. (4 Marks)
- 9 Outline four principles of a good monitoring and evaluation system. (4 Marks)
- 10 List FOUR characteristics of an effective monitoring report. (4 Marks)

## SECTION B (60 Marks)

Answer Question 11 and any other two questions in this section.

### CASE STUDY

Participatory monitoring and evaluation is the collective examination and assessment of a program or project by the stakeholders and beneficiaries. It is reflective; action oriented and seeks to build capacity of the stakeholders more so the primary beneficiaries.

Participatory monitoring and evaluation is an umbrella term for a set of new approaches that stress the importance of making local peoples perspective into account and giving them a greater say in planning and managing the evaluation process. Local people, community organizations, NGOs and other stakeholder agencies decide together how to measure results and what actions should follow once this information has been collected and analyzed .The emphases on participatory goes beyond the choice of particular methods and techniques to wider consideration of who initiates and undertakes the evaluation process and who learns and benefits from the findings. Recent literature stresses the significance of attitudes and behaviors as integral to a Participatory approach.

Required,

- a) Discuss **five** common principles in participatory monitoring and evaluation (10 Marks)
  - b) Participatory approach serves a number of purposes, describe **five** of these purposes. (10 Marks)
12. a) Analyze **five** benefits accruing from monitoring and evaluation reporting. (10 Marks)
- b) Describe **five** contents of the evaluation report. (10 Marks)
13. a) Explain **five** factors that contribute to failure of monitoring and evaluation systems. (10 Marks)
- b) Evaluation must be tailored to fit the specific conditions in which it is taking place, evaluate **five** general guidelines for an effective evaluation. (10 Marks)
14. a) Propose **five** characteristics of a good indicator in project monitoring and evaluation. (10 Marks)
- b) Analyze **five** types of indicators in monitoring and evaluation. (10 Marks)