

SAQA KRG SITE VISITS IN 2015: The twenty steps

TO DO LIST as of 2 September 2014:

This list is mainly aimed at preparing a budget

The list constitutes a rough chronology

1. Overall refinement of concept
2. Development of detailed plan of action, including logistics
3. Working out of costs (for urgent submission to KRG)
4. Selection of sites for sample
5. Identification and provisional appointment (booking) of implementation agencies
6. Development of revised instruments in languages to be tested, including blind (Site Visit Records, Individuals - SVRI)
7. Development of revised visitor reporting covers (SVRCs)
8. Development of revised data processing and capture forms (DPCs) and procedures for scoring and comparative analysis
9. Development of training plan and resources for implementation agency leadership and individual site visitors
10. Printing of instruments, covers, other reporting forms and making of visitors packs
11. Training of trainers from agencies, including distribution of packs
12. Contacting local KRG leadership re visits
13. Implementation of visits (from beginning of last week in January to end of second week in February 2015)
14. Central tracking of visits and returns, including selective visits by verifiers
15. Ongoing liaison with KRG national and regional leadership to ensure significant numbers of fits between SVRIs and LAPs
16. Scoring and first line interpretation of SVRIs and analysis of SVRCs and other reports from the field
17. Collection of LAPs to match SVRIs, and matching these
18. Standard moderation of these LAPs together with comparative judgements using DPCs
19. Compilation, analysis and interpretation of findings
20. Writing of final report