Does a donor / partnership arrangement require level 2 evaluation?

Is the length of the event / activity more than one day?

Is learning one of the most important (or the most important) process(es) to measure?

Yes

Is the event / activity a ‘Special Event’?

Yes

Conduct Level 2 Evaluation using appropriate methodology (e.g. self assessment, criterion referenced testing etc)

Key learning objectives must be defined prior to the event / activity. Refer to the level 2 evaluation checklist

No

Stop. A level 2 evaluation is not required.

No

Stop. A level 2 evaluation is not required.

Yes

Stop. A level 2 evaluation is not required.