Guidance on collecting information on Risk Education Impact Assessment Forms (RE Pre Post)

Form REPP or RE Pre Post (MAG Survey 123 or as paper form)

Why?

The Risk Education Pre Post survey is a MAG-internal survey for the purpose of measuring change in knowledge and retention of knowledge resulting from the participation in Risk Education sessions. It uses a standardized form, the REPP form, designed to be used on a tablet or smart phone using the Survey123 application. A paper based form can also be used and data entered using S123 desktop/online version. This standardized form needs to be tailored to the country context, see Annex.

To measure the change of an individual's knowledge, we make a comparison of results from a 'pre-survey' applied before starting the RE session and a 'post-survey' that is conducted right after the RE session has concluded. For knowledge retention we conduct the same survey, with the same person 3 to 6 months after the original RE session, and make a comparison to the previous surveys.

The primary purpose of the REPP survey is to give an immediate analysis of increased knowledge – Yes or No. We would hope that after the RE session the number of incorrect responses is reduced, and thus enabling an 'increase of knowledge'. The application calculates a pre session score, a post session score and a 'Post minus Pre session score.

This is not an exact science – but meets a need of being able to quickly establish a result for the "Increase of Knowledge" indicator. More detailed analysis can be done with different tools: We want to see that participants reach a minimum level, for example at least 80% of all questions to be answered correctly. We can also analyse in depth to get better understanding to the answers selected within questions.

Who?

A trained CL/RE Officer has to individually interview one person and fill the REPP form as instructed. Instructions on *how* to collect the person, see below.

With who?

The person to be interviewed has to be a participant/direct beneficiary of a comprehensive RE session. The session must address the full RE Lesson Plan and cover the questions raised in the REPP form. The same person has to be interviewed for all three parts, part A, the pre-survey, part B, the post-survey, and part C, the retention survey.

A minimum of one REPP form should be conducted per RE session; however, two persons would be preferred, depending on the number of CL staff on the ground.

Overall, RE participants shall resemble the RE beneficiaries: Women, Girls 6-11, Girls 12-17, Boys 6-11, Boys 12-17, Men. It is important that the REPP form is asked amongst all beneficiary profiles so that we can analyse any differences between age and gender groups.

We believe all questions can be answered by children and adults alike. If you disagree, you can rephrase, change question 10 – see 3 options in the form to be applicable for children as well. We must have 10 questions for all, otherwise scoring does not work.

When?

- Part A, the Pre-survey is to be conducted immediately before starting an RE-session.
- Part B, the Post-survey, has to be filled immediately after ending the RE-session.
- Part C, the retention survey, should be done 3-6 months later and closer to 6 is better - if the interviewee accepts and it is part of the RE-plan.

How?

The survey template questions are in English but the form should be translated into the local language. The underlying form for the Survey123 version is Excel-based and can easily be altered allowing for dual language functionality.

On the mobile device, the REPP can be launched from within the general RE-Form, which collects all relevant data on the RE session itself. This information is then transferred in to the REPP form, and makes a relationship between the RE Session, and the corresponding REPP forms.

The REPP form covers 10-12 core questions, depending on whether it is employed in a UXO or in a minefield/ERW context. This distinction is made because the correct safe behaviour differs whether you are confronted with seeing a UXO or whether you are inside a potentially mined area.

Answers are analysed automatically within the application - whether they are correct or not. A score out of 10 is produced automatically at the end, however this cannot be seen by the users completing the survey. The two extra questions in minefield context are not part of the scoring! (Otherwise we could not compare results across countries).

For the REPP scoring, we use the following methodology:

- Default score is always 1
- If the responses given are all correct – the score stays as 1
- If any incorrect response is given the score will revert to 0
- This means that if there is a mixture of correct and incorrect answers, the score will go to 0.

The form also captures general information on the person interviewed and the location where the RE-session takes place. When using the mobile application, it provides the geo-tag; also photos can be taken using the app.

Make sure you and all CL staff are well-trained on the form and that you fully understand all answer-categories. If a person doesn't know the answer do not try to explain the question better, move on to the next question. The initial pre-survey should not last more than 10 minutes, check and practice.

How to select the interviewee?

1. Decide the group for today's interview by age group and gender: Boys or girls 6-11 years old; teenagers 12-17; or adult men or women (18 years and above).
2. Ask your colleague to pick a random number from 1-3 if it is going to be a small RE session (less than 10 persons) or 1-5 for larger ones.
3. Say your number is 3 and today you will interview an adult woman: You will interview the third woman showing up for the RE session. If she refuses, you ask the next woman, woman #4. Or: if they have already arrived and are seated you pick one point and count clockwise to the third woman to do the interview. If she refuses, you ask the next woman, woman #4.

IMPORTANT: Do not pick the person you prefer yourself.

Regarding point 1, how will you decide which age group and gender it should be? The CL team needs to monitor who is being interviewed over time, in line with the 3 age groups male or female. In line with the targets you have set in your RE-plan / for a specific project you will need to monitor whether you are interviewing sufficient number of young boys and girls, etc.

Pre-survey: Before starting the post-survey make sure the person you selected is will informed about MAG, about the survey process pre-post this session and whether s/he accepts to participate. If not, you need to identify another person.

Post-survey: Now, before starting the post-survey immediately after the RE-session, we ask whether the person had previously participated in a similar session, and if so how long ago. If we had asked this question in the beginning, people may not have known exactly what we meant by 'RE-session'.

After finishing the immediate post-survey after the RE-session, three more questions are asked:

- How useful did you find the content of today's session?
- As a result of today's risk education session, has your sense of "feeling safer" changed?; and finally
- Would the person be willing to participate in this survey again in 3-6 months' time?

Retention survey: For the final round, the retention survey, additional questions have been included that are designed to explore behaviour change. Individual examples may be of interest for documenting behaviour change beyond the focus group discussions or other forms of measuring the impact related to changing from unsafe to safer behaviours.

Annex:

Options for tailoring:

The generic REPP model template needs to be adjusted to your country context. These are some of the points that need to be looked into:

1. General information
    a. 1.2 Operators, for example if you have local implementing partners who also deliver RE and do the REPP-surveys.
    b. 1.3 Team Name: Option List needs to cover all current CL team names/numbers and possibly new ones that may need to be added in the not too far future.
    c. 2.1-2.4 Location details; this requires the official list of towns, villages etc. a so-called gazetteer with all official names and approved spellings; at best in English and in the language your team will use.
       2.5 provides the opportunity to add the name of a neighbourhood for example that is not in your drop-down list.
    d. 4.2 Age Group (6-11; 12-17; 18 and above); you may opt for different age groups, however, we would prefer to keep these groups in order to compare across countries as well.
    e. 4.4 Occupation – adjust to those typically used/relevant in your context; this may be important in regard to analysing certain at-risk-groups separately.
    f. 10. You will see that we offer three options for this question. Chose one of the three or propose a specific question relevant to your country that is dealt with in your RE session. You may then move this question to the adequate place during the session.

2. Questions 1-3 are about visual recognition of explosive ordnance. The example template provided currently asks questions about recognition on (1) landmines, (2) IEDs and (3) UXO. These photo recognition questions need to be adapted to contamination context of your country. Where possible the photo sets used in the survey should be taken from the same set of images used during the RE session.

   All programmes shall identify three key types of explosive ordnance relevant for their specific context.

   Note: As best practice we should use images taken in country from the field. In order for the other comparison pictures to look similar, it is suggested you find pictures that look similar or have been taken by yourselves; scrap metal for example.

3. Answer categories within each question can be tailored to the country-specific context.

   Please go through each question and review the answer choices available.

4. Additional questions may be added for internal monitoring purposes but will not be included into the scoring system. However, we suggest you keep the form as is.

5. Once you have agreed on a revised form you must submit it to MAG ODT for review – prior to field testing and again for final vetting for the final version.

Remember:

1. **The correct images used must be part of your RE session/materials.**
2. **All of the core questions raised in the impact assessment surveys must be part of your RE session plan. Thus, if some of the content of this standardized Pre/Post Survey is not part of your RE session plan you will need to revise your RE session plan.**

Translations/Pre-testing:

1. Translate the questions into the language that the CLOs are using in the session. This means you may need to prepare more than one version, for example Kurdish and Arabic.

2. New text must be pre-tested with persons from different age- and educational backgrounds. Document these pre-tests.

When pre-testing, make sure that:

- The meaning of the questions is understood
- The pictures are clear
- The questions and options of answers are tailored to the context + RE session content.

If some answers given often don't appear in the list of answers, add them. On the contrary, if some options provided are not covered during RE session and/or never mentioned in the answers, delete them.

Teams must be trained on how to apply the pre-test survey to ensure results obtained are comparable

a. understanding of the questions (ensure translation is adapted)
b. methodology (showing the pictures, asking the questions without mentioning the answers, selecting one/multiple etc.)

Check-List:

1. Identify and select images of explosive ordnance for questions 1-3
2. Review the answer categories for questions 5-12. Submit changes to ODT for approval. (Q4 is on the international mine warning sign and should be covered by all programmes)
3. Once all questions are agreed, prepare translation
4. Do a rigorous field-test
5. Plan a training for all CL teams to introduce the new form.

[END]