



Advanced Program Evaluation Certificate

Using Spreadsheets in Program Evaluation



Key Dates

Registration Opens
August 4, 2021

Registration Deadline
September 17, 2021

Notification of Application Decision
September 24, 2021

Receipt of Welcome Package
September 27, 2021

Welcome Webinar
October 4, 2021, at 12PM ET

Certificate Start Date
October 4, 2021

Certificate End Date
October 29, 2021

Make-Up Week
November 1-5, 2021

This free 4-week online certificate developed by Youth Research and Evaluation eXchange (YouthREX) will provide participants with the key concepts, tools and techniques required to manage and analyze quantitative data for a youth program evaluation.

Participants will have the opportunity to learn and use advanced formulas to manage and analyze data for program evaluation.

This advanced certificate builds on YouthREX's introductory certificate, *Understanding Program Evaluation for Youth Wellbeing*, that provides youth sector stakeholders with a foundational understanding of the main concepts, approaches and practices relevant to conducting evaluation of programs and initiatives within a youth sector context.

The certificate was developed with the following understanding:

1. That the Ontario youth sector is committed to making a positive difference in the lives of young people, providing them with the skills and resources they need to make positive contributions to their communities.
2. That youth programs sometimes struggle to understand how to manage and analyze their evaluation data, and communicate their findings to stakeholders – including parents, funders and youth themselves.

This certificate includes:

- ✓ 4 modules comprising 8 lessons. Each weekly module requires up to 3 hours of work and includes specific recorded learning videos and other resources.
- ✓ 3 assignments that will guide you through practical steps on how to organize, analyze and visualize your program data.
- ✓ A discussion board for participants to post, share and engage with their peers and the YouthREX Teaching Team.
- ✓ A live orientation webinar, which will provide a walk-through of the certificate structure and learning platform. At this time, participants can ask questions and engage with the YouthREX Teaching Team.

Limited Spots Available

Visit www.youthrex.com/apec!

The online application will be open until September 17, 2021.



Successful participation and completion of all four modules and three assignments entitles you to a Certificate of Completion from Youth Research and Evaluation eXchange, York University.

WHY TAKE THIS CERTIFICATE?

Participants will learn and understand:

- ✓ How to use quantitative data from your youth program in evaluation.
- ✓ The possibilities and limitations of quantitative data for program evaluations.
- ✓ How to manage quantitative data for your program evaluation.
- ✓ How to analyze and interpret quantitative data to inform your work.
- ✓ How to visualize your data to share findings with stakeholders.

WHO IS THIS CERTIFICATE FOR?

Frontline youth workers, management staff, students, researchers and other professionals who have completed YouthREX's introductory certificate, *Understanding Program Evaluation for Youth Wellbeing* (or equivalent).

The certificate is particularly useful for participants from youth sector organizations who are currently involved in or are considering embarking on a program evaluation journey.

STRUCTURE OF THE CERTIFICATE

- ✓ Participants will receive a comprehensive certificate outline that includes lesson plans, resources and assignment guidelines.
- ✓ Participants can learn at their own pace. They will be able to stay on track with the help of suggested timelines and deadlines that guide them through the required work.
- ✓ The lessons and examples are specifically geared toward youth work and can help build capacity within organizations and special projects.
- ✓ The certificate provides tools and templates that you can use within your daily work in the youth sector.
- ✓ Participants will have access to YouthREX's evaluation webinars that are specially developed to support the evaluation capacity of youth sector programs in Ontario.

What topics will the certificate cover?

MODULE ONE

Understand

01A: Understanding the Role of Data in Program Evaluation

01B: Using Quantitative Data in Program Evaluation

MODULE TWO

Organize

02A: Learning How to Conduct a Data Inventory for Your Program

02B: Creating a Data Inventory Spreadsheet for Your Program

MODULE THREE

Analyze

03A: Introduction to Descriptive Statistics

03B: Calculating Descriptive Statistics

MODULE FOUR

Visualize

04A: Data Visualization Using Spreadsheets

04B: Data Storytelling Using Spreadsheets

YouthREX's mission is to make research evidence and evaluation practices accessible and relevant to Ontario's grassroots youth sector through capacity building, knowledge exchange and evaluation leadership.

For resources to support and strengthen your work, check out our online Knowledge Hub:
<http://www.youthrex.com/knowledge-hub>

I HAVE A QUESTION.

Please get in touch with us.

We'd love to hear from you!

learn@youthrex.com