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Economic Commission for Latin America and the Caribbean
Subregional Headquarters for the Caribbean

Training Workshop in the use of the Statistical Programme
Census Survey Processing System (CSPro)
25 October – 2 November 2010
Georgetown, Guyana

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**EVALUATION REPORT OF THE
TRAINING WORKSHOP IN THE USE OF THE
STATISTICAL PROGRAMME CENSUS SURVEY
PROCESSING SYSTEM (CSPro)**

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A. INTRODUCTION

The member and associate member countries of the Economic Commission for Latin America and the Caribbean/Caribbean Development and Cooperation Committee (ECLAC/CDCC) had committed to pursuing and achieving a number of United Nations agreements such as the Millennium Development Goals, a common set of goals and targets to bring all people up to minimum acceptable standards of human development by 2015, the Beijing Declaration and Platform for Action and the International Conference on Population and Development Programme of Action..

However, in spite of various initiatives, Caribbean countries continued to experience difficulties in addressing additional demands of monitoring and measuring progress created by the Millennium Development Goals and other Internationally Agreed Development Goals. Therefore, it was imperative to carry out activities to ensure the further building/strengthening of institutional capabilities for generating reliable social, economic and environmental statistics among the various Caribbean States. The ECLAC project entitled “Strengthening the Capacity of National Statistical Offices (NSOs) in the Caribbean Small Island Developing States to fulfil the Millennium Development Goals and other Internationally Agreed Development Goals” sought to build on past and current initiatives directed towards broadening and improving statistics and other indicators through the better use of experience and accumulated documentation, technical assistance, and through other projects and programmes.

Within the mandate of that project, ECLAC in collaboration with the United Nations Population Fund, and the Government of Guyana, through the Guyana Bureau of Statistics, convened a national training workshop in the Census and Survey Processing System (CSPro) in Georgetown, Guyana, to build the capacity of government officials, non-governmental organizations and other relevant stakeholders.

The need for building/strengthening institutional capabilities for generating and compiling reliable social and economic statistics in the Caribbean subregion had long been recognized, and NSOs had been searching for solutions to address that major gap, particularly in the area of social statistics. In response, ECLAC had been providing active support to the countries of the region in the design of systems in the fields of economic and social statistics. That support had been provided mainly through technical assistance to individual countries in improving the operations of the NSOs and in the conduct of training workshops for statisticians and policymakers.

That project, through the improvement of national capacity in producing and disseminating statistical information, would assist countries in monitoring selected Millennium Development Goals and other Internationally Agreed Development Goals. As such, the aim of the workshop was to equip the personnel of various ministries in Guyana to be better able to measure progress towards those goals, report on them and apply evidence-based approaches to national policymaking and planning.

Participants were introduced to the various components of the CSPro software and had opportunities to produce results and have first hand practice in using the data dictionary, CSPro language, the data entry module, batch editing and the tabulation module.

B. ATTENDANCE AT THE TRAINING WORKSHOP

Place and date

The Training Workshop in the use of the Statistical Programme Census Survey Processing System (CSPro) was held from the 25 October - 2 November 2010, Georgetown, Guyana. The workshop was officially opened by the Minister of Finance, Government of Guyana.

Attendance

Representatives of eight line ministries, the Guyana Bureau of Statistics and the University of Guyana attended the training workshop. There were also three representatives of the ECLAC Subregional Headquarters for the Caribbean and the facilitator from the United Nations Population Fund Subregional Office for the Caribbean. The full list of participants is annexed to the report.

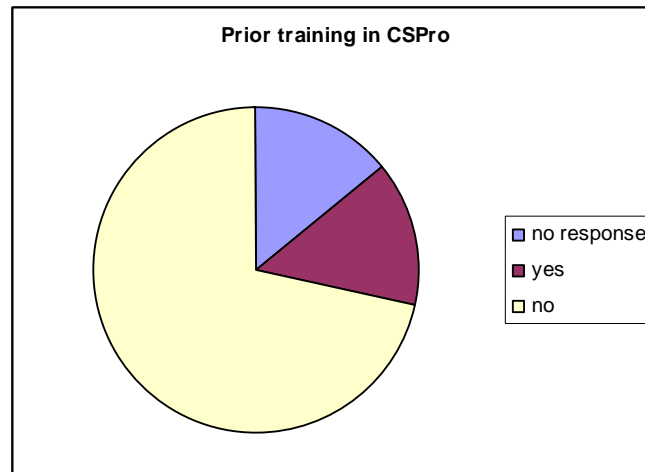
C. SUMMARY OF EVALUATION

The evaluation summary provided an account of participants' views of various aspects of the Training Workshop in the use of CSPro.

Prior training in CSPro

Of the 14 participants¹ that responded to the evaluation questionnaire, 10 (71%) did not have any prior training in CSPro, while only two participants (14%) had exposure to the software. Two participants did not respond to this question.

Figure 1



Content, delivery and organization

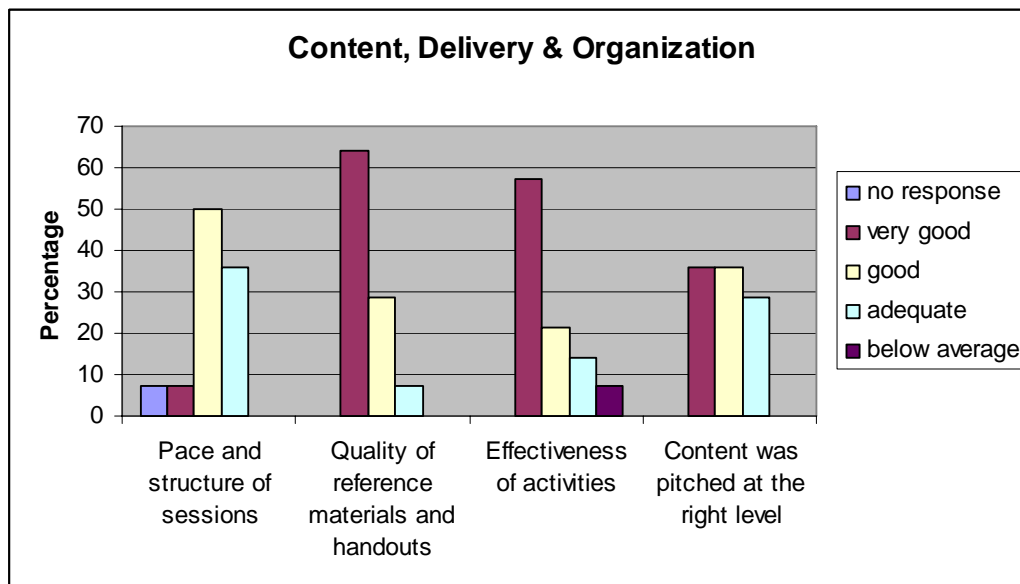
Participants were asked to rate specific elements of the CSPro training in relation to content, delivery and organization of the workshop on a scale ranging from very good, good, adequate, below average and poor. The responses were generally positive with regards to the pace and structure of the

¹ Two local participants had to leave before the end of the training as they had other work commitments and as such were not able to complete an evaluation.

presentations, the quality of reference materials and handouts, effectiveness of activities and the right level of content.

Most of the participants (50%) felt that the pace and structure of the sessions were good while 36% felt it was adequate. In terms of the quality of reference materials and handouts, 65% of the participants felt that it was very good while 29% felt that it was good. Similarly, 57% rated the effectiveness of activities as very good and 21% as good, however, there was a small percentage (7%) who indicated that the effectiveness of the activities was below average. Seventy two per cent felt that the content of the workshop was pitched at the right level and, as such, gave a positive rating of very good and good.

Figure 2

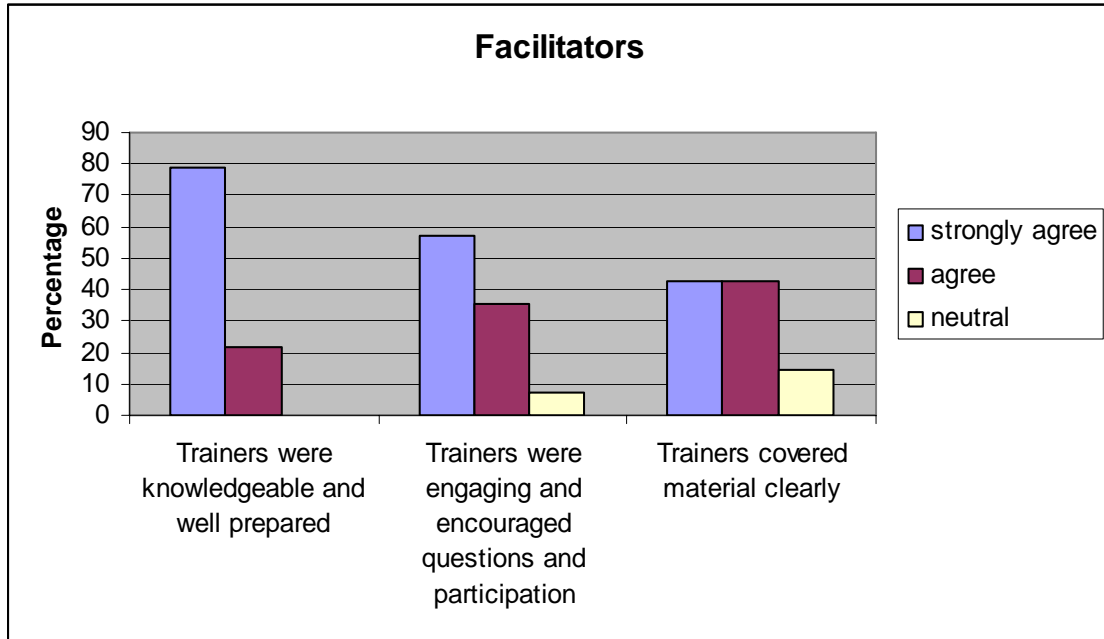


Facilitators

Participants were asked to rate the facilitators in terms of their knowledge and preparation, their engagement with participants and coverage of materials on a scale ranging from strongly agree, agree, neutral, disagree and strongly disagree.

All the participants who responded to the evaluation strongly agreed (79%) and agreed (21%) that the trainers were knowledgeable and well prepared. Fifty seven per cent strongly agreed and 36% agreed that the trainer was engaging and encouraged questions and participation, while 7% were neutral. Participants strongly agreed (43%) and agreed (43%) that the trainer clearly covered the material while 14% gave a neutral response.

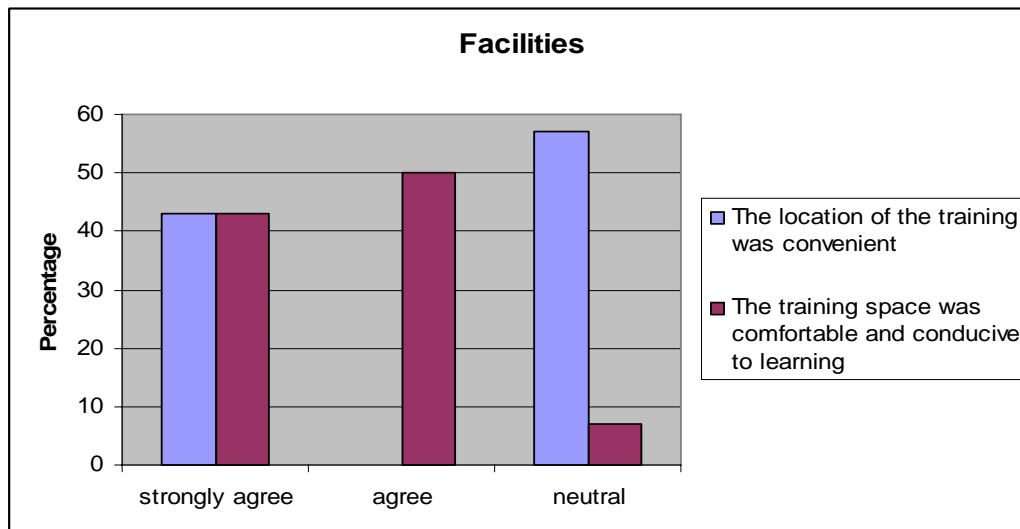
Figure 3



Facilities

Feedback on the facilities was positive with 57% agreeing and 43% strongly agreeing that the location of the training was convenient. Furthermore, 50% agreed, while 43% strongly, agreed that the training space was comfortable and conducive to learning.

Figure 4

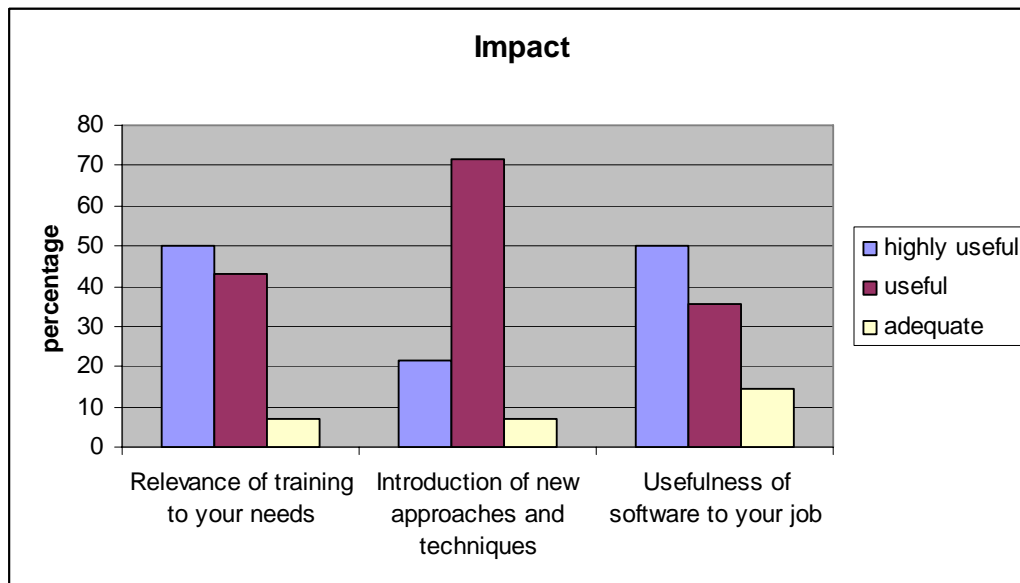


Impact

Participants were asked to rate the impact of the CSPro training in terms of its relevance to their work needs, the introduction of new approaches and techniques and the usefulness of the software to their work, on a scale ranging from highly useful, useful, adequate, inadequate and highly inadequate.

Most of the participants felt that the CSPro training was relevant to their needs, as 50% said that it was highly useful and 43% said it was useful. In terms of introduction of new approaches and techniques, 71% said that it was useful and 21% said that it was highly useful. Even though 14% of the participants said that the usefulness of the software to their job was just adequate, the rest said that it was highly useful (50%) and useful (36%).

Figure 5



Expectations of the training

Participants were asked whether the CSPro training met their expectations and 100% stated 'yes'. Participants were further prompted for comments to support their answer and some of these included:

- *“The CSPro training will be very effective at our offices. It will surely eliminate spending and increase the workload”*
- *“The CSPro training went far beyond my expectations, and with constant practice I will be able to manage it”*
- *“The CSPro training was very timely”*
- *“The software is designed to meet the needs of a wide cross section of users and not only census data processing”*
- *“The CSpro training exceeded my expectations”*
- *“It is my first time using CSPro and I now have a little idea how to compile a questionnaire and build a data dictionary”*

Participants were also asked of the likelihood of putting what they learnt into practice, and 43% stated 'very likely' and 'likely', respectively.

Responses and comments to open-ended questions

Strengths of the training

Participants were asked to comment on the strengths of the CSPro training:

- Demonstration on the use of tables, user interfaces and Personal Digital Assistants (PDAs)
- The training enabled participants to understand basic applications of CSPro
- Participants were able to understand the different modules and its implementation
- Improved knowledge in collection of data for surveys, storage of data in databases, and analysis of data
- The training was relatively easy to follow
- The facilitator was very knowledgeable
- The delivery of training was very good
- The concepts of the CSPro was easily understood, even though more practice is needed
- Knowledge and preparation of the facilitator
- The effectiveness and efficiency of the programme
- CSpro is also very resourceful and will definitely be used in my office

Areas of improvement

- There should be less programming in the training
- There should be step-by-step training
- Programming area needs improvement in order to understand the software
- Programming aspect of the training
- Facilitator should be more patient with the participants and go through the training together
- Duration of the workshop should be extended by a few more days in the future
- Need more dedicated time to go through the concepts and editing aspect of the tool
- The amount of time for the training
- The software needs to be more user-friendly
- The batch-editing component of the software
- Slower pace for those who have not had prior experience with the software
- The programming component of the training

Additional comments

In the final section of the evaluation questionnaire, participants were asked to provide any additional comments which they deemed useful for future workshops.

Some participants provided recommendations for follow-up:

- Overall training was very good but more time needed to gain full advantage
- We need a refresher course next year
- In order to CSPro to be effective or be used more in our country, there should be more local workshops to enhance the use of the software
- Training was average, but the software could be used within companies

Some participants chose to highlight those areas where they felt improvement was needed:

- The time-frame for the training was too short for the magnitude of areas covered
- Time was too short for the training

Other participants took the opportunity to commend the facilitator and thank the organisers for this opportunity

- Thank you Mr. Ellis!
- This was my first exposure to this type of training and I hope to improve and reinforce knowledge gained with practice and application to my areas of work. Grateful for the opportunity granted to my organization and myself for participating in this course

Annex 1**LIST OF PARTICIPANTS**

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Annex 2**Evaluation Form****WORKSHOP EVALUATION**

In an effort to assess the effectiveness and impact of this workshop, kindly complete the following evaluation form. Your responses will be invaluable in providing feedback on the overall workshop, identifying areas of weakness and help improve the organization of future workshops.

1. Have you received training in CSPRO prior to this workshop? Yes No

2. Content Delivery & Organization	Very Good	Good	Adequate	Below Average	Poor
Pace and structure of the sessions	[]	[]	[]	[]	[]
Quality of reference materials and handouts	[]	[]	[]	[]	[]
Effectiveness of Activities	[]	[]	[]	[]	[]
Content was pitched at the right level	[]	[]	[]	[]	[]

3. Facilitators	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
The trainers were knowledgeable and well prepared	[]	[]	[]	[]	[]
The trainers were engaging and encouraged questions and participation	[]	[]	[]	[]	[]
The trainers covered the material clearly	[]	[]	[]	[]	[]

4. Facilities	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
The location of the training was convenient	[]	[]	[]	[]	[]
The training space was comfortable and conducive to learning	[]	[]	[]	[]	[]

5. Impact	Highly Useful	Useful	Adequate	Inadequate	Highly Inadequate
Relevance of the training to your needs	[]	[]	[]	[]	[]
Introduction of new approaches and techniques	[]	[]	[]	[]	[]
Usefulness of the software to your job	[]	[]	[]	[]	[]

6. Did the training meet your expectations? Yes [] No []

Please comment if you feel necessary:

7. What is the likelihood of using what you learned in this training?

Very Likely	Likely	Neutral	Unlikely	Highly Unlikely
[]	[]	[]	[]	[]

8. Strengths of the training:

9. Areas of improvement:

10. Any other comments:

THANK YOU!!!

Annex 3**Responses to Close-ended questions**

Table 1

Have you received prior training in CSPro

	<i>Frequency</i>	<i>Percent</i>	<i>Valid Percent</i>	<i>Cumulative Percent</i>
No response	2	14.3	14.3	14.3
Yes	2	14.3	14.3	28.6
No	10	71.4	71.4	100.0
Total	14	100.0	100.0	

Table 2

Pace and structure of sessions

	<i>Frequency</i>	<i>Percent</i>	<i>Valid Percent</i>	<i>Cumulative Percent</i>
no response	1	7.1	7.1	7.1
very good	1	7.1	7.1	14.3
good	7	50.0	50.0	64.3
adequate	5	35.7	35.7	100.0
Total	14	100.0	100.0	

Table 3

Quality of reference materials and handouts

	<i>Frequency</i>	<i>Percent</i>	<i>Valid Percent</i>	<i>Cumulative Percent</i>
very good	9	64.3	64.3	64.3
good	4	28.6	28.6	92.9
adequate	1	7.1	7.1	100.0
Total	14	100.0	100.0	

Table 4

Effectiveness of activities

	<i>Frequency</i>	<i>Percent</i>	<i>Valid Percent</i>	<i>Cumulative Percent</i>
very good	8	57.1	57.1	57.1
good	3	21.4	21.4	78.6
adequate	2	14.3	14.3	92.9
below average	1	7.1	7.1	100.0
Total	14	100.0	100.0	

Table 5

Content was pitched at the right level

	<i>Frequency</i>	<i>Percent</i>	<i>Valid Percent</i>	<i>Cumulative Percent</i>
very good	5	35.7	35.7	35.7
good	5	35.7	35.7	71.4
adequate	4	28.6	28.6	100.0
Total	14	100.0	100.0	

Table 6

Trainers were knowledgeable and well and prepared

	<i>Frequency</i>	<i>Percent</i>	<i>Valid Percent</i>	<i>Cumulative Percent</i>
strongly agree	11	78.6	78.6	78.6
agree	3	21.4	21.4	100.0
Total	14	100.0	100.0	

Table 7

Trainers were engaging and encouraged questions and participation

	<i>Frequency</i>	<i>Percent</i>	<i>Valid Percent</i>	<i>Cumulative Percent</i>
strongly agree	8	57.1	57.1	57.1
agree	5	35.7	35.7	92.9
neutral	1	7.1	7.1	100.0
Total	14	100.0	100.0	

Table 8

Trainers covered material clearly

	<i>Frequency</i>	<i>Percent</i>	<i>Valid Percent</i>	<i>Cumulative Percent</i>
strongly agree	6	42.9	42.9	42.9
agree	6	42.9	42.9	85.7
neutral	2	14.3	14.3	100.0
Total	14	100.0	100.0	

Table 9
The location of the training was convenient

	<i>Frequency</i>	<i>Percent</i>	<i>Valid Percent</i>	<i>Cumulative Percent</i>
strongly agree	6	42.9	42.9	42.9
neutral	8	57.1	57.1	100.0
Total	14	100.0	100.0	

Table 10
The training space was comfortable and conducive to learning

	<i>Frequency</i>	<i>Percent</i>	<i>Valid Percent</i>	<i>Cumulative Percent</i>
strongly agree	6	42.9	42.9	42.9
agree	7	50.0	50.0	92.9
neutral	1	7.1	7.1	100.0
Total	14	100.0	100.0	

Table 11
Relevance of training to your needs

	<i>Frequency</i>	<i>Percent</i>	<i>Valid Percent</i>	<i>Cumulative Percent</i>
highly useful	7	50.0	50.0	50.0
useful	6	42.9	42.9	92.9
adequate	1	7.1	7.1	100.0
Total	14	100.0	100.0	

Table 12
Introduction of new approaches and techniques

	<i>Frequency</i>	<i>Percent</i>	<i>Valid Percent</i>	<i>Cumulative Percent</i>
highly useful	3	21.4	21.4	21.4
useful	10	71.4	71.4	92.9
adequate	1	7.1	7.1	100.0
Total	14	100.0	100.0	

Table 13
Usefulness of software to your job

	<i>Frequency</i>	<i>Percent</i>	<i>Valid Percent</i>	<i>Cumulative Percent</i>
highly useful	7	50.0	50.0	50.0
useful	5	35.7	35.7	85.7
adequate	2	14.3	14.3	100.0
Total	14	100.0	100.0	

Table 14
Did the training meet your expectations?

	<i>Frequency</i>	<i>Percent</i>	<i>Valid Percent</i>	<i>Cumulative Percent</i>
yes	14	100.0	100.0	100.0

Table 15
Likelihood of using what was learned in the training

	<i>Frequency</i>	<i>Percent</i>	<i>Valid Percent</i>	<i>Cumulative Percent</i>
very likely	6	42.9	42.9	42.9
likely	6	42.9	42.9	85.7
neutral	2	14.3	14.3	100.0
Total	14	100.0	100.0	