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SIXTY YEARS WITH LATIN AMERICA AND THE CARIBBEAN

REDATAM Training of Trainers Workshop
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**REPORT ON THE RETRIEVAL OF DATA FOR
SMALL AREAS OF MICROCOMPUTERS (REDATAM)
TRAINING OF TRAINERS WORKSHOP**

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Background and objectives

The Economic Commission for Latin America and the Caribbean (ECLAC) Subregional Headquarters for the Caribbean in collaboration with the Population Division of ECLAC conducted a nine-day Training of Trainers Workshop on the use of the Retrieval of Data for small Areas of Microcomputer (REDATAM) software, from 5 – 14 November 2008 in Castries, Saint Lucia.

This training workshop was the initial activity in a broader thrust to promote human resources and capacity-building at the regional level in the use of the REDATAM software for the processing, analysis and dissemination of census and other data. The main objectives of the workshop were to:

- (a) To promote the use of the REDATAM computer package in the Caribbean subregion for the processing of the 2010 round of the Population and Housing Census and for demographic analysis;
- (b) To develop a cadre of skilled trainers in the use of the REDATAM computer package;
- (c) To develop the capacity of all member States of the Caribbean Development and Cooperation Committee (CDCC) to fully utilize REDATAM in the processing and analysis of their upcoming Population and Housing Census for the 2010 round thereby promoting more timely and reliable results.

Participation

This training workshop was attended by a cadre of senior technical persons in statistics and demography from national statistical offices from the following CDCC member and associate member States: Antigua and Barbuda, Barbados, Belize, Grenada, St. Kitts and Nevis, Saint Lucia, St. Vincent and the Grenadines, Suriname, Trinidad and Tobago, British Virgin Islands and the Turks and Caicos Islands. The following organizations and agencies were also in attendance: Caribbean Community (CARICOM) and the United Nations Population Fund (UNFPA).

Outcome of training

Over the nine days, participants were introduced to the main modules or components of REDATAM. These included:

- (a) CREATE module: creates hierarchical databases from files in ASCII, IMPS, CSPro and SPSS;

(b) PROCESS module: provides tools for processing and analyzing data, tabulations, creating indicators and mapping;

(c) XPLAN Application : directed to the creation of data presentation applications allowing for limited and controlled access to data and indicators;

(d) WebServer: allows for the online presentation and processing of REDATAM databases.

Participants were provided with opportunities to explore the full functionality of each of the modules and gain an appreciation of the versatility of the REDATAM software. They were also able to get a better assessment of the usefulness of the software in meeting the various needs of the different end users such as analysts, programmers and database managers. For instance, the PROCESS module would be useful for analysts and researchers whereas the CREATE module would be used more so by the systems analyst or data processor in the creation of data bases for the REDATAM platform.

During the workshop participants were presented with an opportunity to gain some hands-on experience in the various stages of creating a database, conducting small analyses and then using different applications to publish the database via the internet. For the purposes of these exercises, the Director of the Central Statistical Office in Saint Lucia made available a sample dataset from the Population and Housing Census conducted in 2001. However, in a few instances some participants also ran through the exercise using the databases from their respective countries and as a result were able to get solutions for issues/problems that were specific to their country databases. Participants were evaluated during the course and upon completion of the training they were awarded certificates of participation.

From all accounts the workshop was very successful. The evaluation report, which follows in a subsequent section, shows that the majority of participants were very pleased with the venue, arrangements, workshop contents, and presenters and all were pleased with the user friendliness of the software. Even though it cannot be said that all participants can now train others on all modules, many of them are reasonably equipped to do so. Others would be very good resource persons at a training session like this.

Follow-up activities

1. Given the need for an intermediary between users in the region and the REDATAM development team in Santiago and the need to share experiences and activities in the subregion, a focal point in the Caribbean subregion is needed. The ECLAC Subregional Headquarters for the Caribbean will initially serve as the focal point for REDATAM users in the subregion.
2. Given that the training workshop did not receive the full participation of all member States, there is a need to conduct at least one other workshop in the region. Fortunately,

pledges of funding for this training has been received from at least two funding agencies and it is expected that this can be undertaken in 2009.

3. Given the usefulness of the REDATAM software to researchers and the availability of the software free of cost, consideration should therefore be given to promoting the software (at least the PROCESS module) among researchers. One possible initiative can be the scheduling of a workshop at the ECLAC Subregional Headquarters for the Caribbean for staff members who are involved in research and analyses on data. This can then be extended to other sister organizations based here in Trinidad and Tobago and in other offices in the Caribbean. Knowledge of the use of the basics of this software can be very useful in enhancing more socio-economic analysis.
4. Based on the feedback from the evaluation, there is a need for conducting a follow-up training course in the region on the XPlan application for publishing databases online and for creating stand alone applications using datasets from the participants' respective countries.

Evaluation report

This report presents an evaluation of the key aspects of the workshop as viewed by the participants.

Evaluation method

A workshop evaluation form was distributed to all participants at the conclusion of the training. The evaluation form assessed participants' views of various aspects of the workshop and sought their comments on its usefulness and areas for improvement. The form included a series of rating scale questions that required participants to rate aspects of the workshop on a 3 or 5 point scale and a few open-ended questions.

The response to the evaluation was 100% and the following provides a synopsis of the views expressed by all the workshop participants.

Summary

In general, participants provided very positive ratings to the aspects of the workshop which were assessed in the evaluation. 95.5 % of the participants rated the overall quality of the workshop as "very good" or "good". In addition, with the exception of one individual who did not respond and another who gave a negative response, participants responded positively to the question of whether or not the workshop met their expectations. Some participants commented further and indicated that the training had in fact surpassed their expectations. Participants'

responses also indicated that they were comfortable with the pace and intensity of the training with 90.5% and 81.0%, respectively, rating it as “adequate” in comparison to the 9.5% who indicated that the pace was “too fast” and the intensity was “too high”.

The content and organization of the workshop was very highly rated by most of the participants, with all of the respondents selecting “excellent” or “good” ratings for the conduct of the workshop. In addition, more than 85% of the respondents ranked the individual elements related to workshop content organization as “excellent” or “good”. The facilitators and their delivery of the workshop were also very highly rated by the majority of the participants.

In terms of the usefulness of the training, with the exception of one participant who rated the training as “adequate”, all the other participants indicated that the training was relevant and of practical value to their jobs. There was also a consensus on the usefulness of the training in introducing new approaches and techniques. Further, participants were asked to indicate how they would use what they had learnt at the workshop and the majority of respondents indicated that they would use the software to create databases for the different surveys or data produced by their offices and to run analyses or publish census and survey data on the internet. Some participants also stated that they would engage in in-house training to expose their colleagues to the software.

Hotel/accommodation and travel received the lowest rating with 45.5% of participants rating it as “very good” or “good” and 40.9 % rating it as “adequate” or “fair”. Participants gave similar reviews of the training facilities.

Comments on how the workshop could have been improved suggested that the time allocated for the training should have been longer. This recommendation is consistent with the view of participants on the duration of the workshop in which 47.6% indicated that the workshop was too short. Participants also suggested that the training should have been structured to focus on one module at a time. In addition, some participants indicated that more time should have been allocated for the XPlan Application and web server module. Other suggestions for improving the workshop included:

- “more relevant notes directly related to the information delivered in the training”
- “spending a little more time with the SPSS conversion as it is widely used in Statistical Offices”
- “more time can/could be spent on developing countries database”
- “for upcoming trainings that participants complete a short test at the end of each day and a longer one on the last day, based on which merit certificates are awarded”

When asked to provide “any other comments”, five participants commended the organizers on the workshop and stated that it was beneficial; three participants reiterated the need for some follow-up training especially for the XPlan application; and one participant stated the need for the use of an English database which would have facilitated easier reading.

Based on the foregoing summary, it can be concluded that the training workshop was a success and a valuable learning experience for all the participants. ECLAC extends its thanks to the workshop facilitators, the Director of the Central Statistical Office in Saint Lucia and all participants who contributed to this exceptional outcome.

Annex 1
Programme

Wednesday 5 November 2008

- | | |
|------------------------|--|
| 8:00 a.m. - 8:30 a.m. | Registration |
| 8:30 a.m. - 9:00 a.m. | <p><u>Item 1:</u> <i>Opening Session:</i></p> <ul style="list-style-type: none"> ▪ (MC) Mr. Sylvan Roberts, ECLAC Sub-regional Headquarters for the Caribbean: <i>History of REDATAM and usage</i> ▪ <i>Welcoming Remarks by the Director of Statistics, St. Lucia, Mr. Edwin St. Catherine</i> ▪ <i>Remarks by representative of UNFPA, Mr. Carlos Ellis</i> |
| 9:00 a.m. - 9:15 a.m. | <p><u>Item 2:</u> <i>Organization of training</i> – Ms. Alejandra Silva and Mr. Sylvan Roberts</p> |
| 9:15 a.m. – 10:30 p.m. | General Considerations to do with the Workshop and start of first session |

Annex 2**WORKSHOP EVALUATION FORM**

**RETRIEVAL OF DATA FOR SMALL AREAS BY MICROCOMPUTER
TRAINING OF TRAINERS WORKSHOP**

Castries, Saint Lucia, 5 – 14 November 2008

Dear Participant,

In an effort to assess the effectiveness and impact of this workshop, we would like you to complete the attached evaluation form.

Your response to the questionnaire will be invaluable in providing feedback on the overall workshop, identifying areas of weakness and help improve the organization of future workshops. **All information provided to us will be treated in the strictest confidence.**

Thank you for your cooperation in this exercise.

1. Duration of the workshop Too Long [] Adequate [] Too short []
2. Pace of the training Too fast [] Adequate [] Too slow []
3. Intensity of the training Too high [] Adequate [] Too low []

4. Please rate the following aspects of the workshop:

	Very Good	Good	Adequate	Fair	Poor
Content & Organization					
Workshop organization	[]	[]	[]	[]	[]
Conduct of the workshop	[]	[]	[]	[]	[]
Quality of Visual aids and handouts	[]	[]	[]	[]	[]
Effectiveness of Activities	[]	[]	[]	[]	[]
Content was pitched at the right level	[]	[]	[]	[]	[]
Presentation					
Facilitator's Knowledge	[]	[]	[]	[]	[]
Facilitator's Presentation Style	[]	[]	[]	[]	[]
Facilitator responded well to questions	[]	[]	[]	[]	[]
Facilitator covered the material clearly	[]	[]	[]	[]	[]
Facilities					
Hotel/ Accommodation/travel	[]	[]	[]	[]	[]
Training Facilities	[]	[]	[]	[]	[]

5. Please rate the workshop in terms of:

	Highly Useful	Useful	Adequate	Inadequate	Highly Inadequate
Relevance of the training	[]	[]	[]	[]	[]
Introduction of new approaches and techniques	[]	[]	[]	[]	[]
Practical value to your job	[]	[]	[]	[]	[]

6. How will you use what you have learnt?

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

Please comment if you feel necessary:

8. Overall, how do you rate the quality of the training?

Very Good	Good	Adequate	Fair	Poor
[]	[]	[]	[]	[]

9. How could this workshop be improved?

10. Any other comments:

THANK YOU!!!

Annex 3

Participants Responses

Question 1	Too long	Adequate	Too short	Missing
Duration of the Training	0	12 (54.5 %)	10 (45.5 %)	0
Question 2	Too fast	Adequate	Too slow	Missing
Pace of the Training	2 (9.1 %)	20 (90.9%)	0	0
Question 3	Too high	Adequate	Too low	Missing
Intensity of the Training	2 (9.1 %)	18 (81.8 %)	0	2 (9.1 %)

Question 4	Very Good	Good	Adequate	Fair	Poor	Missing
Workshop Organization	8 (36.4 %)	12 (54.5%)	2 (9.1 %)	0	0	0
Conduct of the workshop	12 (54.5 %)	10 (45.5%)	0	0	0	0
Quality of visual aids and handouts	7 (31.8 %)	9 (40.9 %)	4 (18.2 %)	2 (9.1 %)	0	0
Effectiveness of the activities	7 (31.8 %)	13 (59.1 %)	2 (9.1 %)	0	0	0
Content was pitched at the right level	6 (27.3 %)	11 (50.0 %)	4 (18.2 %)	0	0	1 (4.5 %)
Facilitator's Knowledge	15 (68.2 %)	7 (31.8 %)	0	0	0	0
Facilitator's Presentation Style	8 (36.4 %)	13 (59.1 %)	1 (4.5 %)	0	0	0
Facilitator responded well to questions	13 (59.1 %)	8 (36.4 %)	1 (4.5 %)	0	0	0
Facilitator covered the material clearly	9 (40.9 %)	10 (45.5 %)	3 (13.6 %)	0	0	0
Hotel/ Accommodation/ Travel	3 (13.6 %)	7 (31.8 %)	5 (22.7 %)	4 (18.2 %)	0	3 (13.6%)
Training Facilities	3 (13.6 %)	12 (54.5 %)	4 (18.2 %)	3 (13.6 %)	0	0
Question 5	Highly Useful	Useful	Adequate	Inadequate	Highly Inadequate	Missing
Relevance of training	14 (63.6 %)	7 (31.8 %)	1 (4.5 %)	0	0	0
Introduction of new approaches and techniques	12 (54.5 %)	10 (45.5 %)	0	0	0	0
Practical Value to your job	8 (36.4 %)	13 (59.1 %)	1 (4.5 %)	0	0	0

Question 7	Yes	No			Missing
Did the workshop meet your expectations?	20 (90.9 %)	1 (4.5 %)			1 (4.5 %)
Question 8	Very Good	Good	Adequate	Fair	Poor
Overall Quality of the training	11 (50.0 %)	10 (45.5 %)	1 (4.5 %)	0	0

Question 6: How will you use what you have learnt?

- Will use it to put the Labour Force Survey databases online
- First with existing databases to gain more experience and then to capture the 2011 Population and Housing Census
- For importing census and survey data into REDATAM to facilitate data analysis and dissemination
- I hope to use the program with the census exercise as well as other population based surveys
- Would hope to use the software to load my database
- I intend to pass on my knowledge to the rest of my colleagues and also see how the REDATAM software can be applied to other databases besides census databases
- Better able to assist data users apply database to other areas of work
- For data input of census tables and train other workers in the use of REDATAM
- Implement or make use of the REDATAM database when processing survey data
- Census 2010 and other surveys
- To publish information on the internet; other dissemination purposes
- I plan to present as much of our studies on the Internet as possible
- I intend to take the knowledge gathered to improve the databases which I use in my vital statistics unit
- In analysis of census and survey data
- Develop our own application for dissemination of census files
- In future surveys to process data
- By trying to implement the software at my office
- Will begin to use REDATAM process and create modules immediately
- The tool will be useful for processing data and web XPlan would be used to disseminate databases from surveys
- Since UNFPA recommends the use of REDATAM to NSOs, other government institutions, and civil society organizations in the LAC region, getting to know the Process module certainly helps me in terms of its promotion as well as the eventual provision of technical assistance to our counterparts. Furthermore, I will be using the knowledge I learnt to exploit the wealth of information offered by the 2000 round censuses and surveys posted at celade.cepal.org for UNFPA, that is, processing very specific indicators for studies, reports, talking points, etc.

Question 7: Comments on question on whether or not training met the participants' expectations?

- Database and programming language are familiar to me. Also it is a user friendly program for basic users. Was nice learning REDATAM.
- More time was necessary for the webserver application module. It was hoped that after this workshop participants would have been able to develop their own web enable REDATAM databases on their own.
- I don't think the training met my expectations
- Yes but still one module is not very clear to me
- Better
- Actually more than I expected
- Yes, because I am now keen on processing and mapping indicators with REDATAM and I believe that I could train other colleagues in the Process module, one of the main aims of the workshop. I was highly satisfied with the user-friendliness of the software in comparison to other statistical analysis software such as STATA, SAS or SPSS. Furthermore, using the St. Lucia 2000 census database certainly helped in framing the workshop from a Caribbean perspective. Finally, I consider the number of participants to be just about right and I would like to emphasize the great

role played by the two CELADE/ECLAC colleagues who delivered the workshop in a very straightforward manner.

Question 9: How could the workshop be improved

- More relevant notes directly related to the information delivered in the training. Exercises can be laid out step by step in the documentation
- There were in some cases a misunderstanding and comprehension of the instructions due to the pronunciation of the words by the instructors.
- More time should be allocated to the Create module and the web serve application / XPlan application
- I don't have any improvements for the workshop at this time
- It could be by spending a little more time with the SPSS conversion as it is widely used among the Statistical offices
- The modules can be separated so that the training can be concentrated on one module at a time. This would allow for the greater retention of knowledge with respect to the different modules.
- The REDATAM training should have been divided into two because the last part of the workshop (web design) was too much within 3 days (too short). The first part was excellent.
- More time can/could be spent on developing countries database. Certain parts of the workshop were delivered too fast.
- More time spent with individuals
- The workshop was a success with the exception of the time allocation
- The additional 2 working days as previously anticipated could be good
- Language
- Easier programming language
- Increase length if training to afford for more practice
- I would recommend for upcoming trainings that participants complete a short test at the end of each day and a longer one on the last day, based on which merit certificates are awarded. Finally, I would like to know whether any accountability mechanisms will be set up to guarantee that the training will become a trainer's training, i.e., that participants have gone back to their NSOs and transferred the knowledge they acquired to other colleagues, and to eventually monitor the capacities in REDATAM that are being created in the sub-region.

Question 10: Any other comments.

- The New Miranda data was a sufficient template. I think a full English database should have been used and the dictionary (for easier reading for English speaking countries)
- Intermediate or advanced training in the web server application and XPlan application will be necessary if participants are to develop such applications for the 2010 round of censuses
- Need an advanced or more explanation of how to make the REDATAM web server application. Still need some more help in developing the web thing.
- Despite language differences, lecturers/ facilitators did a great job in delivering the lectures and workshop to make us understand them
- I was impressed with the content of the course. Presently I have a new appreciation for data processing
- Hope there will be a follow-up training
- Grateful for the exposure
- Training was beneficial and would be of value to my office

Annex 4**List of Participants****ANTIGUA AND BARBUDA**

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