

**MULTIPLE INDICATOR CLUSTER SURVEYS (MICS3)
REGIONAL TRAINING WORKSHOP**

**Hilton Pyramids Golf Resort
29 May-4 June, 2005, Cairo, Egypt**

DRAFT PROGRAM

29 May 2005, Sunday				
Time	Topic	Objectives	By	Methodology
Chair: Krishna Belbase, M&E Regional Advisor, MENARO, UNICEF				
8.30-9.00	Registration			
9.00-10.00	Opening Session <ul style="list-style-type: none"> • Attila Hancioglu, Global MICS3 Coordinator, Strategic Information, Division of Policy and Planning, UNICEF New York • Dr. Ahmed Abdel Monem, PAPFAM Manager • Mr. Youssef Abedel- Jelil, Deputy Regional Director, UNICEF, MENARO • Faysal Abdul Kader, UNFPA Representative, Egypt • Her Excellency Ms. Nancy Bakir, Assistant Secretary General for Social Sector, LAS, 			Welcome Speeches
10.00-10.30	Introduction of Participants and Resource Persons			
10.30-11.00	Coffee Break			
11.00-12.00	Objectives of the Workshop and Adoption of the Program	Review themes to be covered in the workshop and agree on the program	KB, AH	Presentation
12.00-12.15	Administration and Logistics of the Workshop	Discuss workshop administration and logistics	AAM	Presentation
Moderator: Dr.Ahmed Abdel Monem				
12.15-13.30	MICS3 in the Context of Global Commitments and Reporting Needs	To understand: The importance of monitoring progress towards MDG, WFFC and other goals The importance and place of MICS3 in reporting on development on a global level Reporting needs at regional and country level Deadlines for events, reports Potential uses of MICS3 data at global, regional and country level	AH	Presentation and Discussion
13.30-14.30	Lunch			
14.30-15.30	Lessons Learned from MICS1 and MICS2	Lessons learned from previous rounds of MICS3	EL	Presentation
15.30-16.00	Lessons Learned from MICS2 Country experiences from MICS2	To learn from previous experience: Roles that a MICS can play. Practical managerial advice for getting organized and obtaining sustained commitment. Advice on which issues pose great difficulties; recommended solutions. To learn from experience of how to use	Selected Countries (2)	Presentation and Discussion

existing data and special surveys to fill
required data gaps.

Moderator: Dr. Ahmed Abdel Monem

16.00-16.30	The MICS3 Process	To understand: The survey cycle Key decisions to be taken before data collection, including institutional structure, human resources, survey scope, timetable, budgeting	EL	Presentation and discussion
16.30-16.50	General Structure of a Country Survey Plan	To explain and discuss: The country survey plan, to be produced by each country at the end of the workshop Contents and style of the survey plan	TU	Presentation and discussion
16.50-17.35	ArabInfo		KB	Presentation

30 May 2005, Monday

Time	Topic	Objectives	By	Methodology
Moderator: Tunisia				
9.00-10.00	General Structure of MICS3 Questionnaires	To understand the structure of questionnaires To explain core, additional and optional modules To explain the flow of modules and eligibility issues	AH	Presentation
10.00-11.00	General Characteristics of MICS3 How to Customize MICS3 Questionnaires to Countries	To understand general rules in: Adapting questionnaires to countries Completing and administering questionnaires	AH	Presentation and discussion
11.00-11.30	Coffee Break			
11.30-13.30	MICS3 Household Questionnaire Core and Additional Modules Household Information Panel (AH) Household Listing (AH) Education (EL) Child Labor (EL)	To understand, for each module: The background, goals and indicators, purpose, eligibility, content, preparatory work for customizing module Wording of questions and response categories	Facilitators as indicated	Presentation and discussion
13.30-14.15	Lunch			
Moderator: Syria				
14.15-15.45	MICS3 Household Questionnaire Core and Additional Modules Water and Sanitation (TU) Household Characteristics (TU) Salt Iodization (KB) Demonstration: How to Test Salt for Iodine Content	To understand, for each module: The background, goals and indicators, purpose, eligibility, content, preparatory work for customizing module Wording of questions and response categories	Facilitators as indicated	Presentation and discussion
15.45-16.00	Coffee Break			
16.00-16.45	Working Groups	To propose and accept/reject: adaptations in wording and response categories to reflect issues of language and cultural understanding and setting. To practice the administration of the questionnaire		Group work
16.45-17.45	Discussion	Discussion on MICS3 Household Questionnaire		Group discussion

31 May 2005, Tuesday

Moderator:

9.00-10.15	MICS3 Women's Questionnaire Core and Additional Modules Women's Information Panel (KB) Women's Characteristics (KB) Child Mortality (AH) Tetanus Toxoid (AH) Maternal and Newborn Health (EL) Marriage/Union & Polygyny (EL) Female Genital Cutting (EL) Contraception (TU) Sexual Behavior (TU) Knowledge and Attitudes on HIV/AIDS (TU)	To understand, for each module: The background, goals and indicators, purpose, eligibility, content, preparatory work for customizing module The actual wording of questions and response categories	Facilitators as indicated	Presentation and discussion
10.15-10.30	Coffee Break			
10.30-11.10	Working Groups	To propose and accept/reject: adaptations in wording and response categories to reflect issues of language and cultural understanding and setting. To practice the administration of the questionnaire		Group work
11.10-12.10	Discussion	Discussion on MICS3 Women's Questionnaire		Group discussion
12.10-13.30	MICS3 Under-5s Questionnaire Core and Additional Modules Under-5s Information Panel (EL) Under-5 Characteristics (EL) Birth Registration and Early Learning (EL) Vitamin A (AAM) Breastfeeding (TU) Care of Illness (TU) Immunization (AAM) Anthropometry (KB, AH) Demonstration: How to weigh and measure children	To understand, for each module: The background, goals and indicators, purpose, eligibility, content, preparatory work for customizing module The actual wording of questions and response categories	Facilitators as indicated (tbc)	Presentation and discussion
13.30-14.15	Lunch			
14.15-15.00	Working Groups	To propose and accept/reject: adaptations in wording and response categories to reflect issues of language and cultural understanding and setting. To practice the administration of the questionnaire		Group work

31 May 2005, Tuesday (continued)

Time	Topic	Objectives	By	Methodology
Moderator: Country participant				
15.00-16.30	Optional Modules Additional Household Characteristics (TU) Unmet Need (TU) Security of Tenure and Durability of Housing (AH) Child discipline (EL) Disability (EL) Attitudes Toward Domestic Violence (EL) Maternal Mortality (AAM) Source and Cost of ORS, Antimalarials and Antibiotics (AAM) Child development (KB) Other Survey Tools GPS (AH)	To understand, for each module: The background, goals and indicators, purpose, eligibility, content, preparatory work for customizing module The actual wording of questions and response categories	Facilitators as indicated	
16.30-17.10	Working Groups (including coffee break)	To propose and accept/reject: adaptations in wording and response categories to reflect issues of language and cultural understanding and setting. To practice the administration of the questionnaire		Group work
17.10-18.00	Discussion	Discussion on MICS3 Under-5s Questionnaire		Group discussion

1 June 2005, Wednesday

Time	Topic	Objectives	By	Methodology
Moderator: Country participant				
9.00-10.50	Survey Techniques	To discuss: Recruitment and structure of fieldwork teams To understand: Methods for obtaining accurate, in-depth, unbiased responses in a variety of normal and difficult conditions. To discuss: Roles and responsibilities of fieldwork team members Fieldwork procedures	TU	Presentation Practice Discussion
10.50-11.10	Coffee Break			
11.10-11.30	Field Staff and Training Issues	To develop: A list of topics that need to be covered in a national survey training exercise. A list of recommended training methods.	EL	Presentation
11.30-13.30	Sampling	To explain: The importance of correct sampling procedures, key concepts in proper sampling, review of MICS3 prototype sampling design To explain: The relationship of sampling with other factors, such as cost, time, fieldwork organization To explain: Factors that determine sample size, how to calculate sample size, sample size determinants, formula for sample size calculation, number of PSUs and cluster size	RR	Presentation
13.30-14.30	Lunch			

1 June 2005, Wednesday (Continued)

Time	Topic	Objectives	By	Methodology
Moderator: Country participant				
14.30-16.00	Sampling (Continued)	To discuss: Sampling options, use of sample frames, mapping and field procedures, techniques to minimize bias To discuss: Sub-national estimates To introduce: Sampling errors, survey weighting	RR	Presentation
16.00-16.30	MICS2 Country Experiences in Sampling	To learn from previous experience: How sampling was done Identification of issues that posed great difficulties; recommended solutions. To learn from experience of how to implement a good sampling strategy	Algeria Lebanon	Presentation and discussion
16.30-17.00	Working Groups Selection of Indicators and Calculation of Sample Size Including Coffee Break	Group practice in computing sample size		Group work
17.00-17.20	Survey Logistics Logistics Arrangements	To understand: The key role of adequate logistics in a survey (transport, computers, supplies, secretarial help etc) To develop: A complete list of logistics to be managed	AAM	Presentation and Group Discussion
17.20-17.50	Timetable and Budget Calculations	To understand: Typical timetable for a national survey, common survey budget items, calculation of the survey budget	AH	Presentation and group discussion

2 June 2005, Thursday

Time	Topic	Objectives	By	Methodology
Moderator: Country participant				
9.00-10.45	Working Groups Survey Plans	To work on developing country survey plans	Country teams and facilitators	Group work
10.45-11.15	Coffee Break			
11.15-11.45	Survey Quality Control	To understand: The types of errors that can influence survey validity and reliability. How to prevent, identify, and correct errors and low-quality work. The key role of adequate supervision and team interaction in the field.	AAM	Group discussion
11.45-12.30	Data Entry and Processing	To understand: The role of data entry in a household survey. Methods to accomplish data entry Software for data entry. To preview: The agenda of the second MICS3 workshop	TU	Presentation and group discussion
12.30-13.00	Data Analysis and Reporting	To understand: The MICS3 process in analyzing data Reporting activities	AH	Presentation
13.00-14.15	Lunch			
Moderator: Country participant				
14.15-14.45	Dissemination	To explain: How to use MICS3 results at the maximum extent possible Organization of public presentations Drafting a dissemination plan	KB	Presentation and discussion
14.45-15.30	Survey Technical Support Needs	To introduce: The MICS3 website To identify: Technical support that will be needed. Technical support efforts to be established, MICS3 information network,	KB, AH	Presentation and Discussion
15.30-15.45	Coffee Break			
15.45-17.00	Working Groups Completion of report on survey plans	Country teams and facilitators work on survey plans	Country teams and facilitators	Group work

3 June 2005, Friday - Off Day - Social Activity

4 June 2005, Saturday

Time	Topic	Objectives	By	Methodology
Moderator: Country participant				
9.00-10.30	Country Presentations (10 min each) on survey plans	To learn: Implementing Agency and MICS Team Envisaged Content Sampling Fieldwork Survey Instruments Needed Technical Support Needs Budget Timetable To offer suggestions on resolving problems To discuss major challenges in the implementation of MICS3	Country teams	Presentation and discussion
10.30-10.50	Coffee Break			
10.50-12.30	Country Presentations (Continued)	As above	As above	As above
12.30-14.00	Lunch			
Moderator: Country participant				
14.00-14.30	Forthcoming Events in MICS3	To review: The timetable for MICS3 Deadlines for reporting	AH	Presentation and Discussion
14.30-14.45	Participants evaluation	To understand the adequacy of the knowledge gained and skills developed to train and implement MICS3 To present the results of information collected in participant evaluation forms	TU	Questionnaire
14.45-15.30	Workshop Evaluation – Open Discussion	To revisit critical aspects of the workshop To discuss the main outcomes of the workshop	KB, TU, AAM	Discussion
15.30-16.00	Closure of workshop	Distribution of certificates Closing speeches		

KB Krishna Belbase
 AAM Ahmed Abdel Monem
 AH Attila Hancioglu
 EL Edilberto Loaiza
 TU Turgay Unalan
 RR Ruilin Ren