

MICS SURVEY DESIGN WORKSHOP
Dhuku Hall, Radisson Hotel, Kathmandu, Nepal
5-11 March, 2013

AGENDA

Workshop expected results:

- Strengthened skills of UNICEF officers, government counterparts and survey coordinators for planning, organization, management and coordination of MICS.
- Improved understanding of the indicators and the recommended survey methodology for collecting data on the situation of children and women through MICS.
- Draft survey plans produced for countries committed to conducting MICS.

UNICEF Workshop Facilitators

Attila Hancioglu	(AH)	Senior Adviser/Global MICS Coordinator, SMS/DPS, HQ
Bo Pedersen	(BP)	Statistics Specialist (Household Surveys), SMS/DPS, HQ
Ivana Bjelic	(IB)	Statistics Specialist (Data Processing), SMS/DPS, HQ
Mamadou Thiam	(MT)	Statistics and Monitoring Specialist (ESARO MICS Coordinator)
Michele Seroussi	(MS)	Monitoring and Evaluation Specialist (WCARO MICS Coordinator)
Rhiannon James	(RJ)	Statistics and Monitoring Specialist (ROSA MICS Coordinator)
Turgay Unalan	(TU)	Statistics Specialist (Household Surveys), SMS/DPS, HQ
Yadigar Coskun	(YC)	Statistics and Monitoring Specialist (Data Processing), SMS/DPS, HQ


March 5, Tuesday

Day 1

Time	Topic	Objectives	By	Methodology
08:30-09:00	Workshop Registration			
09:00-09:20	Opening Session – Welcome Speeches		Mr. Uttam Narayan Malla Director General, Central Bureau of Statistics, Nepal Mr. Stephen Adkisson Deputy Regional Director, UNICEF Regional Office for South Asia Mr. Attila Hancioglu Global MICS Coordinator, UNICEF	
09:20-09:45	Introduction of Resource Persons and Participants		AH/RJ	
09:45-09:50	Objectives of the Workshop	To review themes to be covered in the workshop	RJ	Presentation
09:50-10:00	Administration Logistics of the Workshop	To discuss workshop administration and logistics	RJ and Kesang Bajracharya	
10:00-10:20	Security Briefing		UNDSS	
10:20-10:45	Coffee Break			
10:45-12:00	MICS: Past, Present and Future	To understand: 1) the importance of monitoring progress towards MDG and other goals, and the contribution of MICS in this area 2) the importance and place of MICS in generating data on children’s and women’s well-being, and 3) reporting needs at regional and country level To discuss: 1) deadlines for events and reports and 2) potential uses of MICS data at global, regional and country level	AH	Presentation and Q&A
12:00-12:30	Country Group Discussions	To discuss the pre-workshop survey plans and country data availability		Country group discussion
12:30-13:30	Lunch			
13:30-15:00	Overview of MICS Tools and Resources	Introduction of all standard MICS tools and resources made available through the Global MICS Programme	AH	Presentation
15:00-15:30	Coffee Break			
15:30-17:00	Overview of the MICS Process	To understand the survey cycle and key decisions to be taken before data collection, including governance structure, human resources, survey scope, timetable, budgeting To explain and discuss the contents of the Country Survey Plan and Budget to be presented by each country at the end of the workshop To understand typical timetable for a national survey, common survey budget items, calculation of the survey budget	BP	Presentation and Q&A

March 6, Wednesday

Day 2

Time	Topic	Objectives	By	Methodology
08:30-08:40	Eyes & Ears Feedback			
08.40-09.30	Some Features of MICS Questionnaires and Modules	To understand the structure and formatting features of the MICS questionnaires and modules To explain the flow of modules and eligibility issues To understand the basic rules to be followed during the customization of questionnaires	TU	Presentation
09.30-10.30	<u>Household Questionnaire</u> Household Information Panel List of Household Members Education	The overall structure of the household questionnaire To understand, for each module: The flow of the module, eligibility, indicators produced and associated goals, targets and uses, preparatory work for customizing the module	AH/IB	Presentation
10.30-10.45	Coffee Break			
10.45-11.30	<u>Household Questionnaire</u> Child Labour Child Discipline	As above	AH/IB	Presentation
11.30-12.30	Country Group Discussion	To discuss Household Questionnaire modules including customization, relevance and application within country context, Q&A		Group discussion
12.30-13.30	Lunch			
13.30-15.15	<u>Household Questionnaire</u> Household Characteristics Insecticide Treated Nets Indoor Residual Spraying Water and Sanitation Handwashing Salt Iodization	As above	AH/IB	Presentation
15.15-15.30	Group Photo  Coffee Break			
15.30-17.00	Country Group Discussions	To discuss Household Questionnaire modules including customization, relevance and application within country context, Q&A		Group discussion

March 7, Thursday Day 3

Time	Topic	Objectives	By	Methodology
08:30-08:40	Eyes & Ears Feedback			
08.40-10.30	<u>Questionnaires For Individual Women and Men</u> Woman's Information Panel Woman's Background Access To Mass Media And Use of Information and Communication Technology Fertility/Birth History Desire For Last Birth Maternal And Newborn Health	To understand, for each module: The flow of the module, eligibility, indicators produced and associated goals, targets and uses, preparatory work for customizing the module	BP/TU	Presentation
10.30-10.45	Coffee Break			
10.45-11.45	<u>Questionnaires For Individual Women and Men</u> Post-Natal Health Checks Illness Symptoms Contraception Unmet Need Female Genital Mutilation/Cutting Attitudes Toward Domestic Violence	As above	BP/TU	Presentation
11.45-12.30	Group Discussion	To discuss Individual Women/Men Questionnaire modules including customization, relevance and application within country context, Q&A		Group discussion
12.30-13.30	Lunch			
13.30-15.00	<u>Questionnaires For Individual Women and Men</u> Marriage/Union Sexual Behaviour HIV/AIDS <i>Circumcision</i> Maternal Mortality Tobacco And Alcohol Use Life Satisfaction	As above	BP/TU	Presentation
15.00-15.15	Coffee Break			
15.15-17.00	Country Group Discussions	To discuss Individual Women/Men Questionnaire modules including customization, relevance and application within country context, Q&A		Group discussion
SESSION FOR UNICEF PARTICIPANTS				
17.30-18.30	Managing Support to MICS	How to coordinate and manage support to MICS in a country office	BP	Group discussion

March 8, Friday **Day 4**

Time	Topic	Objectives	By	Methodology
08:30-08:40	Eyes & Ears Feedback			
08.40-10:30	<u>Questionnaire For Children Under Five</u> Under-5s Information Panel Age Birth Registration Early Childhood Development Breastfeeding and Dietary Intake	To understand, for each module: The background, goals and indicators, purpose, eligibility, content, preparatory work for customizing module	TU/BP	Presentation
10.30-10.45	Coffee Break			
10.45-11.30	<u>Questionnaire For Children Under Five</u> Immunization Care of Illness	As above	TU/BP	Presentation
11.30-12.30	Country Group Discussions	To discuss Questionnaire for Children Under Five modules including customization, relevance and application within country context, Q&A		Group discussion
12.30-13.30	Lunch			
13.30-14.00	<u>Questionnaire For Children Under Five</u> Anthropometry	To understand equipment, training and field work requirements of anthropometry in MICS	RJ/MS	Presentation
14.00-15.00	Sampling	To explain 1) the importance of correct sampling procedures, key concepts in proper sampling, review of MICS prototype sampling design, 2) the relationship of sampling with other factors, such as cost, time, fieldwork organization, and 3) factors that determine sample size, how to calculate sample size, sample size determinants, formula for sample size calculation, number of PSUs and cluster size	MT	Presentation
15.00-15.15	Coffee Break			
15.15-16.00	Sampling (Continued)	To discuss 1) sampling options, use of sample frames, mapping and field procedures, techniques to minimize bias and 2) sub-national estimates To introduce sampling errors, survey weighting	MT	Presentation
16.00-17.00	Country Group Practice	Selection of Indicators and Calculation of Sample Size Group practice in computing sample size		Group practice
SESSION FOR SURVEY MANAGERS, SAMPLING EXPERTS AND OTHER INTERESTED PARTICIPANTS				
17.15-19.00	Advanced Sampling	To provide in depth training on sampling issues	MT	Presentation and group discussion
19.00-20.30	RECEPTION – Radisson Hotel – Garden Terrace			

Off-Day - Social Activity

March 10, Sunday

Day 6

Time	Topic	Objectives	By	Methodology
08:30-08:40	Eyes & Ears Feedback			
08.40-09.45	Preparing for Fieldwork	To discuss recruitment and structure of fieldwork teams and roles and responsibilities of fieldwork team members . To understand MICS recommendations for pre-test and field-work training.	RJ/MS	Presentation and Discussion
09.45-10.30	Fieldwork	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 To develop the supply list for UNICEF procured items To understand 1) the types of errors that can influence survey validity and reliability, 2) how to prevent, identify, and correct errors and low-quality work, and 3) the key role of adequate supervision and team interaction in the field To understand the use of field check tables	MS/RJ	Presentation and discussion
10.30-10.45	Coffee Break			
10.45-11.30	Fieldwork	Continued	MS/RJ	Presentation and discussion
11:30 – 12:30	Country Group Practice: Interpreting Field Check Tables	Exercise to interpret field check tables and find solutions to improve data quality	Country teams	Group discussion
12.30-13.30	Lunch			
13.30-15.00	Data Entry and Processing (parts of quality control and archiving)	To understand 1) the role of data entry in MICS, 2) methods to accomplish data entry, and 3) software for data entry. To preview the agenda of the second MICS workshop To demonstrate and provide a brief overview of data archiving toolkit (IHSN)	IB/YC	Presentation and discussion
15.00-15.15	Coffee Break			
15.15-16.15	Data Analysis and Reporting	To understand the MICS process in analyzing data and the report writing activities, incl. focus on data quality and sampling error tables	BP/TU	Presentation
16.15-17.00	Completion of presentations /report on survey plans	Country teams and facilitators work on survey plans	Country teams	Group discussion

March 11, Monday

Day 7

Time	Topic	Objectives	By	Methodology
08:30-08:40	Eyes & Ears Feedback			
08.40-09.15	Dissemination	To explain how to 1) use MICS results at the maximum extent possible 2) organize public presentations, and 3) draft a dissemination plan	TBC	Presentation
09.15-10.00	Lessons Learned from MICS4	Excerpts from independent evaluation of MICS4. Data quality analysis of MICS4 data.	AH	Presentation. Q&A
10.00-10.15	Coffee Break			
10:15 – 11:00	Lessons Learned from MICS4	As above	AH	Presentation Q&A
11.00-12.30	MICS Technical Assistance Framework	To go through the MICS steps and understand the technical assistance that will be provided at each critical survey stage To describe the details of the technical support that will be provided by RO and HQ	RJ/TU	Presentation and Q&A
12.30-13.30	Lunch			
13.30-15.00	Country Presentations on MICS Survey Plans	To address: 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 MICS	MT	Country Presentation
15.00-15.20	Coffee Break			
15.20-15.45	Forthcoming Events in MICS	To review the timetable for MICS and deadlines for reporting	AH	Presentation and discussion
15.45-16.30	Workshop Evaluation	To understand the adequacy of the knowledge gained and skills developed to train and implement MICS To present the results of information collected in participant evaluation forms To revisit critical aspects of the workshop To discuss the main outcomes of the workshop	BP	Presentation and discussion
16.30-17.00	Closure of the Workshop	Distribution of certificates Closing speeches	Attila Hancioglu Global MICS Coordinator, UNICEF Karin Hulshof Regional Director, UNICEF Regional Office for South Asia	