

**MULTIPLE INDICATOR CLUSTER SURVEYS – ROUND 4 (MICS4)
Asia Pacific Shared Service Centre (APSSC)**

**Regional Workshop: Survey Design
Nai Lert Park Hotel, Bangkok, Thailand
Wednesday 15th July – Tuesday 21st July
Agenda**

Workshop expected results:

- Strengthened skills of UNICEF officers, government counterparts and survey coordinators for planning, organization, management and coordination of MICS4.
- Improved understanding of the indicators and the recommended survey methodology for collecting data on the situation of children and women through MICS.
- Survey plans produced for countries committed to conducting MICS4

Workshop Facilitators

UNICEF

Tessa Wardlaw	Associate Director, Statistics and Monitoring Section, Division of Policy and Practice, HQ
Attila Hancioglu	Senior Advisor (MICS Global Coordinator), Statistics and Monitoring Section, DPP, HQ
Turgay Unalan	Statistics Specialist, Statistics and Monitoring Section, HQ
Holly Newby	Statistics and Monitoring Specialist, Statistics and Monitoring Section, HQ
Rhiannon James	Monitoring and Evaluation (MICS) Specialist, Knowledge Management and Evaluation, APSSC
Emma Holmberg	Monitoring and Evaluation Officer, Statistics and Monitoring Section, HQ
Ivana Bjelic	Statistics Specialist, Statistics and Monitoring Section, HQ

External

Kerry Richter	Professor, Institute for Population and Social Research, Mahidol University, Thailand
Shuiab Mohammed	Associate Professor Institute of Statistical Research and Training, Dhaka University, Bangladesh
David Megill	Freelance Consultant, Statistics (Sampling) Expert
Magdalena Janus	Associate Professor, Offord Centre for Child Studies, McMaster University, Canada


Resource Persons (UNICEF)

Jon Kapp	Education Specialist, East Asia and Pacific Regional Office
Mark Henderson	Regional Advisor Water and Sanitation, East Asia and Pacific Regional Office
Hongxia Zhang	Consultant HIV/AIDS, East Asia and Pacific Regional Office
Oliver Petrovic	Early Childhood Development Programme Specialist
France Begin	Regional Advisor Nutrition, APSSC
Wanda Krekel	Regional Chief of Supply, APSSC

External Guest Speakers

Jirawan Boonperm	Deputy Director General, National Statistical Office of Thailand
Samaychanh Boupha	General Director of the Department of Statistics, Ministry of Planning and Investment
Jan Smit	Regional Advisor on Statistics, ESCAP, Thailand

Time	Topic	Objective	By	Method
8.30-9.00	Workshop Opening Speeches	Jirawan Boonperm, Deputy Director General, Thailand NSO Tessa Wardlaw, Associate Director, Statistics & Monitoring, UNICEF HQ Peter Delahaye, Deputy Regional Director, UNICEF APSSC Anupama Rao Singh, Regional Director, UNICEF EAPRO		
9.00-9.15	Introduction of Participants and Resource Persons		Rhiannon James	
9.15-9.30	Presentation of MICS4 Video		Emma Holmberg	
9.30-9.50	Objectives of the Workshop	To review themes to be covered in the workshop	Attila Hancioglu	
9.50-10.30	Session Moderator: Peter Delahaye MICS4 in the Context of Global Commitments and Reporting Needs	To understand 1) reporting needs at regional and country level 2) the importance and place of MICS4 in reporting on development on a global level, and 3) the importance of monitoring progress towards MDG and other goals	Tessa Wardlaw	Presentation and discussion
10.30-11.00	Coffee Break			
	The Role and Use of MICS Data Session Moderator: Peter Delahaye			
11.00-11.30	Thailand		Jirawan Boonperm	Presentations
11.30-11.50	Laos PDR		Samaychanh Boupna	
11.50-12.10	The Economic and Social Commission for Asia and the Pacific	Examples on how MICS3 data is used by a regional body	Jan Smit	
12.10-12.30	Strengthening the role of MICS	To share ideas on how enhance the use of MICS data to contribute to evidence based policy making		Plenary Discussion
12.30-13.30	Lunch			
13.30-13.50	Administration and Logistics of the Workshop	To discuss workshop administration and logistics and decide on workshop "house rules"	Rhiannon James	
13.50-14.30	The MICS4 Process	To understand the survey cycle and key decisions to be taken before data collection, including institutional structure, human resources, survey scope, timetable, budgeting, MOU.	Attila Hancioglu	Presentation and discussion
14.30-15.00	Country Data and Survey Needs Assessment	Countries break into small groups to work with facilitators to discuss survey plans and data needs in the country		Group work
15.00-15.20	Coffee Break			
15.20-16.00	Overview of MICS4 Research Tools	To review the structure of questionnaires To explain modules and the flow of modules and eligibility issues	Turgay Unalan	Presentation
16.00-16.30	How to Customize MICS4 Questionnaires to Countries	To review general rules in adapting questionnaires to countries and completing and administering questionnaires	Rhiannon James-Attila Hancioglu	
18.00-20.00	MICS3/Survey Exhibition			

Time	Topic	Objectives	By	Methodology
MICS4 Household Questionnaire:				
08.30-9.30	Household Information Panel	To understand, for each module: The background, goals and indicators, purpose, eligibility, content, preparatory work for customizing module Wording of questions and response categories	Attila Hancioglu	Presentation
	Household Listing			
	Education			
	Chronic Illness			
9.30-10.30	Water and Sanitation	As above	Tessa Wardlaw	Presentation
	Handwashing		Turgay Unalan	
	Household Characteristics			
10.30 -10.50	Coffee Break			
MICS4 Household Questionnaire:				
10.50 -11.20	Child Labor	As above	Rhiannon James	Presentation
	Child Discipline			
11.20-11.45	Salt Iodization	Demonstration: How to Test Salt for Iodine Content	Turgay Unalan	Presentation
11.45-12.30	Group Discussion	Country Working groups on MICS4 Household Questionnaire	Holly Newby	Discussion
12.30-13.30	Lunch			
MICS4 Questionnaire for Individual Women:				
13.30-14.15	Woman's Information Panel	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	Attila Hancioglu	Presentation
	Child Mortality			
14.15-15.00	Maternal and Newborn Health		Holly Newby	Presentation
	Illness Symptoms			
	Contraception			
15.00-15.20	Coffee Break			
	Group Photo 			
MICS4 Questionnaire for Individual Women:				
15.20-16.00	Attitudes Toward Domestic Violence	As above	Turgay Unalan	Presentation
	Marriage/Union			
	Sexual Behavior		Holly Newby	Presentation
	HIV/AIDS			
16.00-16.30	Group Discussion	Country Work Groups on MICS4 Questionnaire		Discussion

* MICS4 also includes the modules Malaria, Insecticide Treated Nets, Indoor Residual Spraying and Female Genital Mutilation/Cutting. These topics may not be relevant for countries in the region and will therefore be discussed separately with those countries that are interested in learning more about these particular modules.

Friday 17 July	Day 3
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Time	Topic	Objectives	By	Methodology
8.30-9.00	Review	Review and Q&A on MICS4 Questionnaire for Individual Women		Discussion
MICS4 Questionnaire for Children Under 5:				
9.00-9.45	Under-5s Child Information Panel	To understand, for each module: The background, goals and indicators, purpose, eligibility, content, preparatory work for customizing module	Attila Hancioglu	Presentation
	Birth Registration	The actual wording of questions and response categories	Turgay Unalan	
	Early Childhood Development		Magdalena Janus	
9.45-10.45	Vitamin A		Tessa Wardlaw	Presentation
	Care of Illness			
	Breastfeeding		Holy Newby	
10.45-11.05	Coffee Break			
MICS4 Questionnaire for Children Under 5:				
11.05-11.50	Immunization	As above	Rhiannon James	Presentation
	Anthropometry		Holly Newby	
11.50-12.30	Group Discussion	Discussion Q&A on MICS4 Questionnaire for Under-5 Children		Discussion
12.30-13.30	Lunch			
13.30-14.15	Modules in Development	To gain awareness of new topic areas that are being explored and developed for inclusion in MICS as well as excluded MICS3 modules.	Attila Hancioglu	Presentation
14.15-15.00	Questionnaire Q&A "Quiz time"	Final recap and review of questionnaires with small quiz to prompt participants knowledge	Emma Holmberg Rhiannon James	
15.00-15.20	Coffee Break			
15.20-16.30	Working Groups with facilitators	To discuss the relevance of each module for individual countries and identify the potential modules and list of indicators		Group work

Saturday 18 July	Day 4
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Time	Topic	Objectives	By	Methodology
9.00-10.00	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 and contents and style of the survey plan	Turgay Unalan	Presentation and discussion
		Country teams work on the questionnaire design		
Times to be arranged	Bilateral meetings between MICS4 country teams and facilitators			

Time	Topic	Objectives	By	Methodology
8.30-9.00	Review and Workshop Feedback	Feedback and questions on what has been covered so far including survey proposals. Midway evaluation feedback.		
9.00-10.30	Sampling Overview	To explain 1) the importance of correct sampling procedures, key concepts in proper sampling, review of MICS4 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	David Megill	Presentation
10.30-10.50	Coffee Break			
Parallel Sessions				
10.50-12.30	(1)Advanced Sampling (for sampling experts from countries) MICS3 Country Sampling Experiences	To learn from previous experiences. 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	David Megill Shuaib Mohammed Viet Nam	
10.50-12.30	(2)Combining a MICS with DHS Adding MICS modules to other household survey programmes	How to combine a MICS with a DHS and to consider adding MICS modules to other household surveys	Rhiannon James-Turgay Unalan-Holly Newby to facilitate	
12.30-13.30	Lunch			
13.30-14.00	Survey Techniques	To discuss recruitment and structure of fieldwork teams To discuss roles and responsibilities of fieldwork team members and fieldwork procedures	Rhiannon James	Presentation, discussion
14.00-14.45	Field Staff and Training Issues	To discuss the MICS in country training needs and to provide recommended training methods.	Kerry Richter	Presentation
14.45- 15.30	Training and supervision for anthropometry	To understand the additional training and supervision requirements for anthropometry with demonstration on how to weigh and measure children	Holly Newby France Begin	
15.30-15.45	Coffee Break			
15.15- 16.15	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	Turgay Unalan Wanda Krekel	Presentation and group discussion
16.15-16.45	Timetable and Budget Calculations	To understand typical timetable for a national survey, common survey budget items, calculation of the survey budget	Turgay Unalan	Presentation and group discussion

Time	Topic	Objectives	By	Methodology
8.30-9.00	GPS in MICS	How and why to use GPS	Ivana Bjelic	
9.00-9.45	Data Entry and Processing	To understand 1) the role of data entry in a household survey, 2) methods to accomplish data entry, and 3) software for data entry. To preview the agenda of the second MICS4 workshop	Ivana Bjelic	Presentation and group discussion
9.45-10.30	Data Analysis and Reporting	To understand the MICS4 process in analyzing data Reporting activities	Rhiannon James-Turgay Unalan	Presentation
10.30-10.50 Coffee Break				
10.50-11.50	Survey Quality Control	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.	Holly Newby	Presentation Group discussion
11.50-12.30	MICS3 Evaluation	Excerpts from independent evaluation of MICS3	Emma Holmberg	
12.30-13.30 Lunch				
13.30-14.15	Data Quality Lessons Learnt From MICS3	To learn from some of the data quality problems found from MICS3	Attila Hancioglu	
14.15-15.00	What Might Go Wrong? Country experiences from MICS3	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.	Kerry Richter	Presentation and discussion
15.00-15.20 Coffee Break				
Parallel Sessions				
15.20-16.30	(1) Working Groups Completion of report on survey plans	Country teams complete survey plans and presentation		Group work
	(2) Supporting/managing a MICS	How to support/manage a MICS (for UNICEF focal points)	Attila Hancioglu-Rhiannon James	Group discussion

Time	Topic	Objectives	By	Methodology
8.30-9.15	Data Archiving and Dissemination	To demonstrate and provide 1) a brief overview of data archiving toolkit (IHSN) and 2) using and disseminating MICS results 3) MICS Compiler	Ivana Bjelic Emma Holmberg	Presentation and discussion
9.15-10.00	Technical Support Tools	To introduce 1) the MICS4 website, 2) the MICS4 Blog, and 3) the MICS4 Forum	Emma Holmberg	Presentation and discussion
10.00-10.30	MICS Technical Assistance from UNICEF	To describe the 1) technical support that will be provided by APSSC and HQ, 2) technical support efforts to be established	Attila/Rhiannon	Presentation and discussion
10.30-10.50	Coffee Break			
10.50-12.30	Country Presentations 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 MICS4		
12.30-13.30	Lunch			
13.30-14.00	MICS Technical Assistance from UNICEF and Forthcoming Events in MICS4	To review timetable for MICS4	Attila/Rhiannon	Presentation and discussion
14.00-14.30	Participants Evaluation	To understand the adequacy of the knowledge gained and skills developed to train and implement MICS4 To present the results of information collected in participant evaluation forms		Presentation
14.30-15.00	Workshop Evaluation - Open Discussion	To revisit critical aspects of the workshop To discuss the main outcomes of the workshop		Discussion
15.00-15.30	Closure of the Workshop	Distribution of certificates Closing speeches	Ada Ocampo/ Attila Hancioglu	
15.30-16.00	Refreshments			