



eMON 
Monitoring & Results
Measurement

EMON USER MANUAL

MIGIP TOOL SERIES: T1/MIGIP
JULY 2019

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CONTENTS

1	Tools in MIGIP	2
2	From the Development Team	3
	2.1 Introduction to EMON	3
3	Getting Started	4
	3.1 Opening PowerApps	4
	3.2 Opening Power BI	6
4	The 4Rs and Guidelines	9
	4.1 Stage 1: R1 – Register.....	9
	4.1.1 Guideline 1: Add Intervention Details	9
	4.1.2 Guideline 2: Upload business model	11
	4.1.3 Guideline 3: Upload results chain	15
	4.1.4 Guideline 4: Add Measurement Plan	18
	4.1.5 Guideline 5: Add Systemic Changes	21
	4.2 Stage 2: R2 – Record.....	23
	4.2.1 Guideline 6: Record Results	23
	4.2.2 Guideline 7: Record Observation of Systemic Changes	27
	4.3 Stage 3: R3 – Review	28
	4.3.1 Guideline 8: Review Business Model and Results Chain	28
	4.3.2 Guideline 9: Review Results vs Targets	30
	4.3.3 Guideline 10: Review Systemic Changes	32
	4.4 Stage 4: R4 – Report.....	33
	4.4.1 Guideline 11: Interpret Real-Time Report	33

1 Tools in MIGIP



As part of the capitalization efforts in the Mekong Inclusive Growth and Innovation Program (MIGIP), the teams strive to capture their work in the interventions that they implement or other tools that they find interesting to share with other fellow practitioners within Swisscontact and beyond. The teams follow the templates provided by the South East Asia Learning Unit team of Swisscontact. These tools are developed with the intention of improving the quality of project implementation in Swisscontact projects. These tools can be customized to different projects and countries where applicable.

Each tool is envisaged to be accompanied by the Tool Description (also on the MIGIP website), the User Manual or Handbook, Training Materials (where applicable). These tools are intended to help other practitioners in their daily work. Right from the start, the teams capture all the steps that they undertake in implementing the interventions or the supporting tools for project management.

EMON is one of the tools of the *MIGIP Tool Series*. EMON falls under the category of project management tools. This e-monitoring tool developed in the MIGIP project is the result of the hard work of the full MIGIP team. The aspiration while developing EMON was that the tool would be used beyond MIGIP. In line with that aspiration, the tool is being tested in P-MIAP project in Benin and Sustour project in Indonesia. We would like to thank the management of those projects for agreeing to try out EMON.

In its initial form, EMON was based on the elements of the Intervention Steering Document, which consists of the intervention description, business model, results chain and the measurement plan. Key Performance Indicators needed to be identified to be able to aggregate the key results. The AAER framework and its observation were later added to the EMON tool. What we have today is the tool that the MIGIP team uses to enter the data and discuss the results on a quarterly basis during the 'Deep Dive' meetings. EMON is also evolving and we will keep on adding new elements to help the project intervention teams to better monitor the progress of their interventions.

MIGIP is a project under the Development Program (DP) in Swisscontact, which is co-funded by the Swiss Agency for Development and Cooperation (SDC). MIGIP focuses on the tourism and agriculture technology sectors in Cambodia and Laos.



Rajiv Pradhan
Project Manager, MIGIP
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2 From the Development Team

2.1 Introduction to EMON



Why?

Traditionally, the MRM system is based on excel spreadsheets, and displaying results requires some extra steps in order to illustrate the professional and eye-catching graphs for reporting purposes. Moreover, once the graphs are created, it is difficult to adapt with the new results that constantly come in as interventions progress. What is needed is dynamic and adaptable system. Another challenging aspect is the management of the excel spreadsheets. Managing excel sheet, with multiple versions, can be a painstaking process to monitor and find the desired data which is also not visually easy to understand. Therefore, MIGIP put together the EMON product that aims to harmonize the results in one place. This makes it easy to find and report the consolidated results. As a result, data collection, data entry and results have an interactive and seamless process, and the presentation of the data is professional.

Who?

EMON is designed for the intervention teams to utilize the platform to collect and enter the data, monitor the progress and measure the results. With technical assistance from the MRM team, the intervention teams are given support on how to operate EMON on a daily basis in conjunction with and complementing their intervention task.

What?

EMON uses the Microsoft Office 365 features that combine the program software called PowerApps as data entry point (front-end), and Microsoft Power BI as dashboard system to show results in an interactive and dynamic fashion. EMON system is also customizable tailored to project's needs and provides an easy solution method for mobile data collection on the field (although it requires internet).

Authors of the Manual

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Versions of the Manual

Date	No.	Name	Content/updates	Used by	Document Location
November 2017	1	User Note	Step by step instruction for PowerApps	MIGIP	MIGIP Sharepoint
March 2019	2	EMON PowerApps User Manual	+ improved & new functions of PowerApps	MIGIP	MIGIP Sharepoint
July 2019	3	EMON User Manual	+ review and report +PowerBI	<ul style="list-style-type: none"> • MIGIP • DP Benin • SUSTOUR 	<ul style="list-style-type: none"> • MIGIP Sharepoint • Mentor Support DP Benin Sharepoint

3 Getting Started

3.1 Opening PowerApps

PowerApps is a software of Microsoft used as the ‘Front end’ to many different types of data storage, this could be an SQL database, SharePoint lists, excel spreadsheets and other web-based applications. It is a program used to view, add and edit data in a user-friendly way.

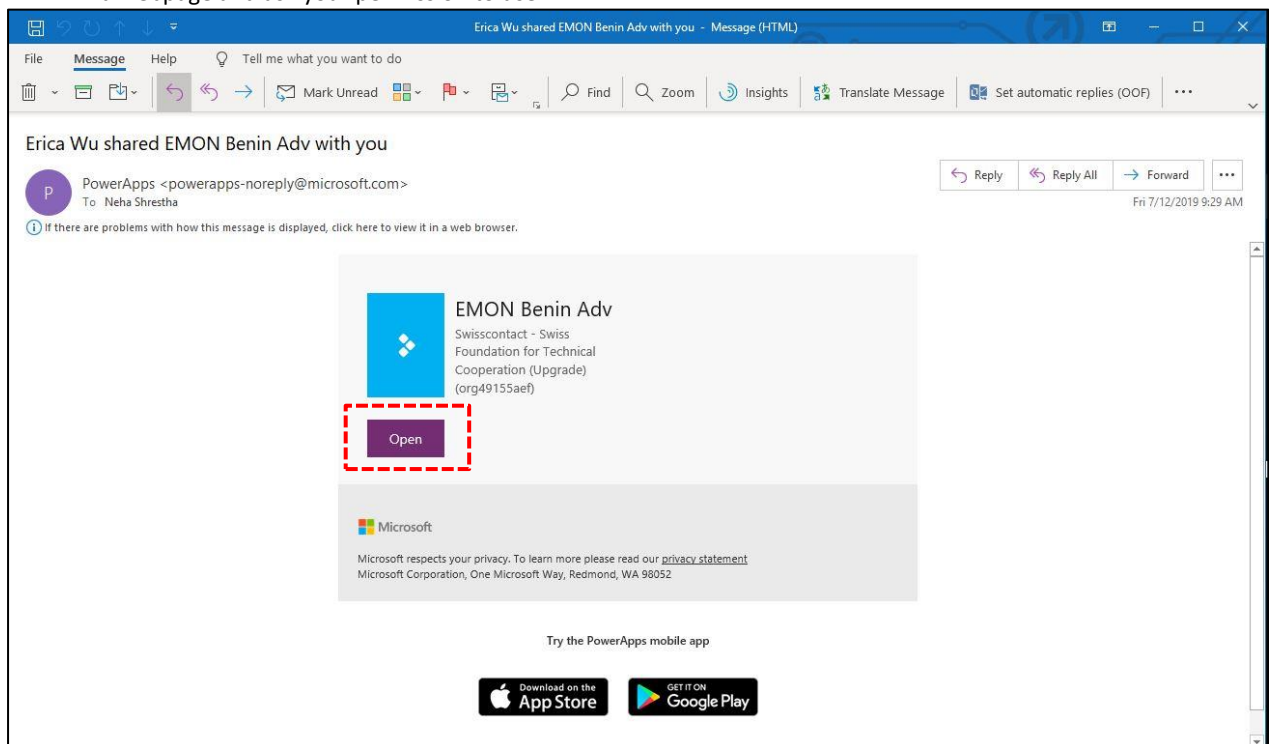
EMON’s **“Intervention Tablet”** is built on PowerApps on which project teams register intervention details and record results/observations. ****Internet access required.**

There are many ways to open PowerApps – but the recommended ones are below:

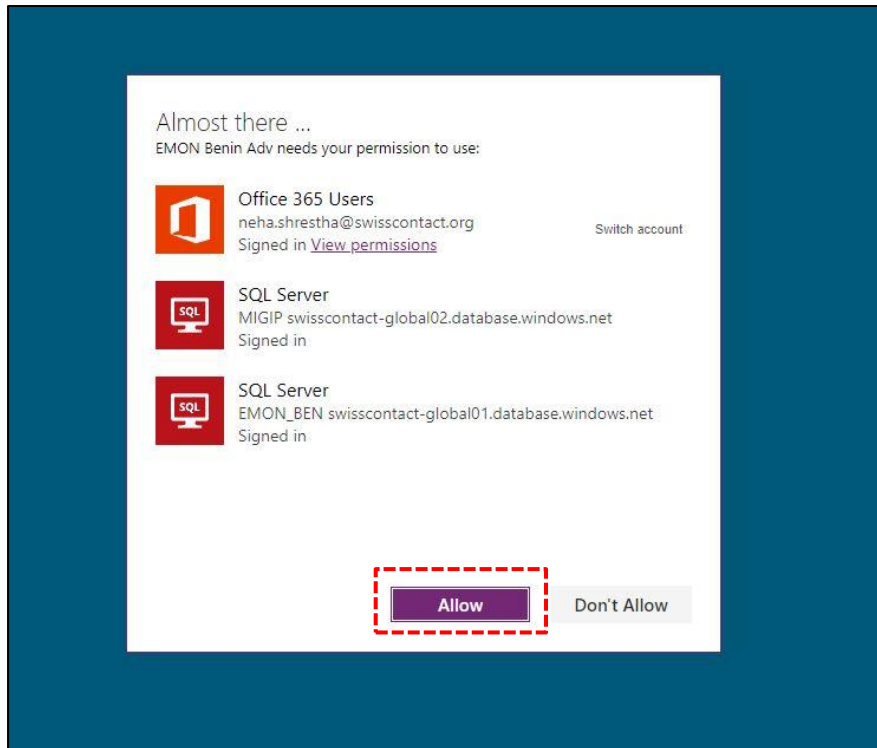
- Invitation email
- Project SharePoint site
- PowerApps website

Invitation email

1. You will receive email notification from someone shared the tablet with you. Click “Open” and it will take you to a webpage and ask your permission to use.

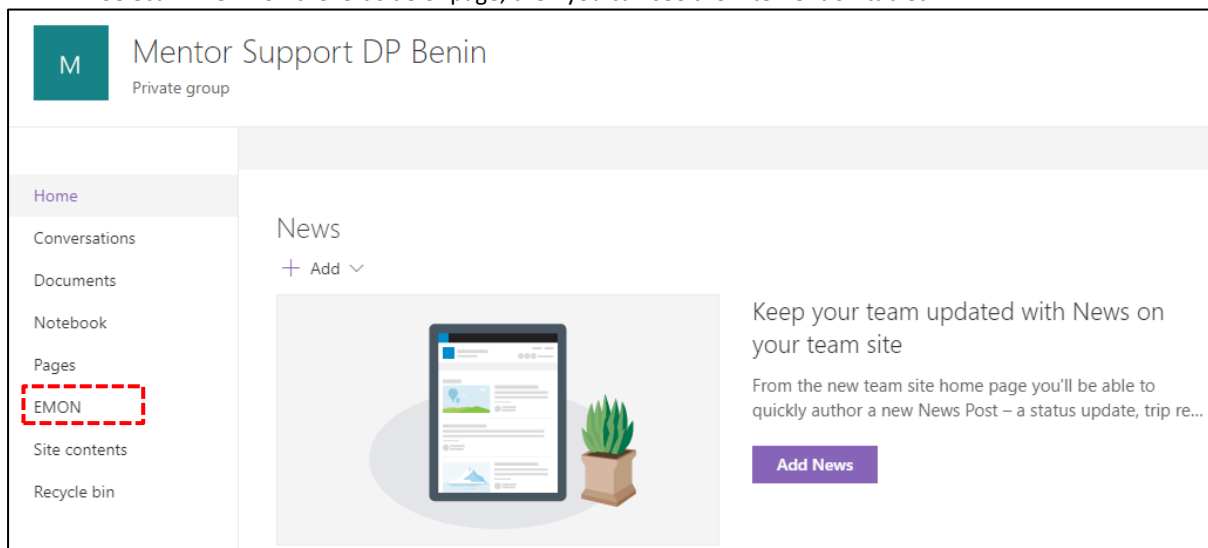


2. Click "Allow" and then the intervention tablet will show up.



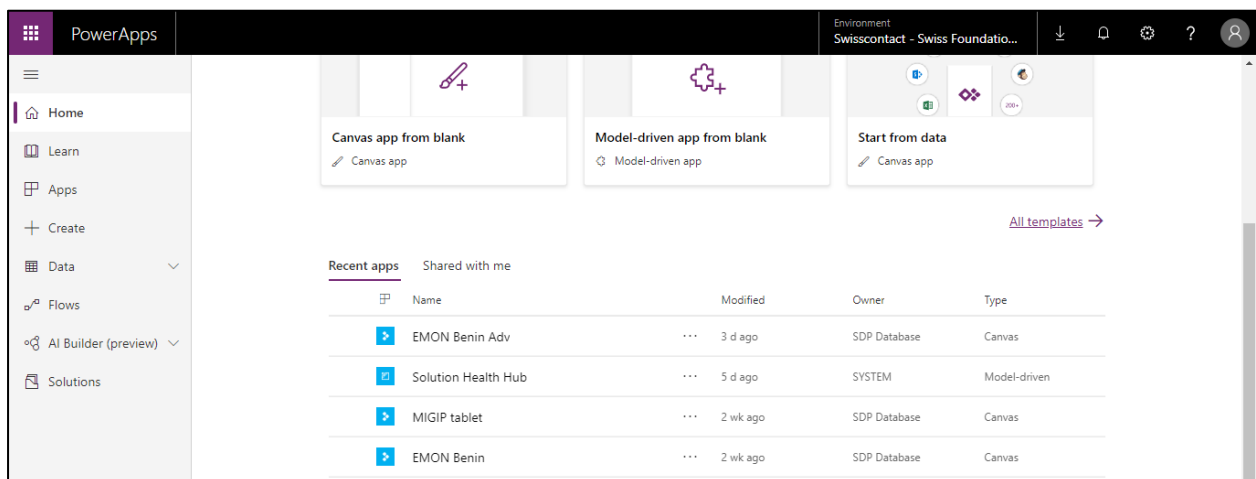
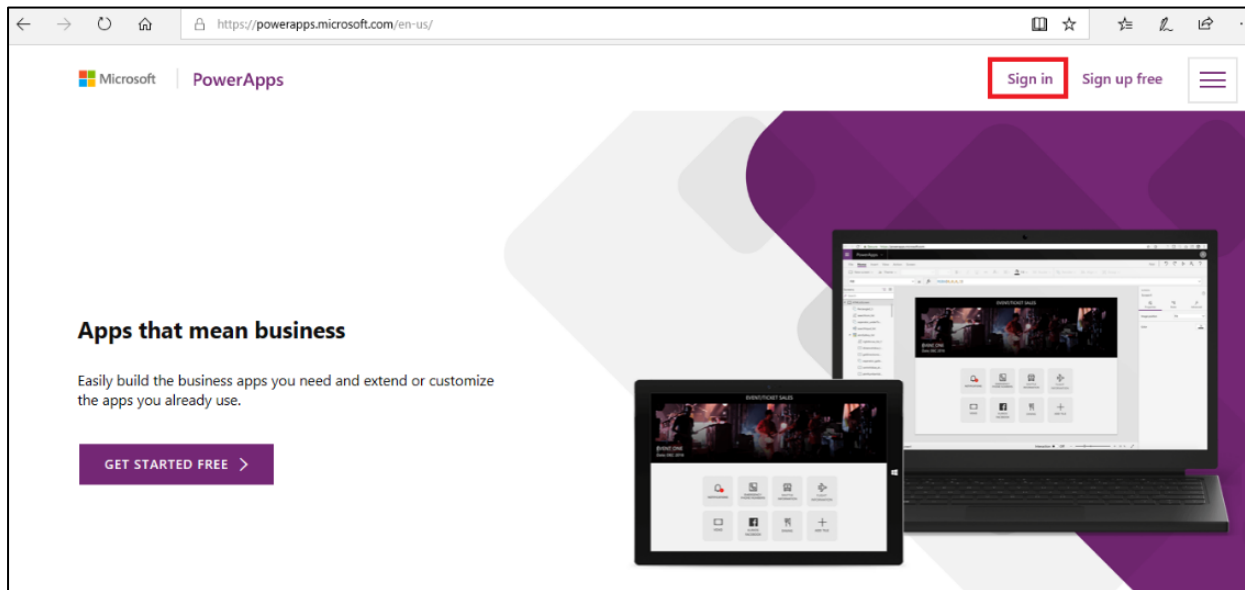
Using project's SharePoint site

1. Go to your project's SharePoint site
2. Select "EMON" on the left side of page, then you can see the intervention tablet



Using the PowerApps website

1. Go to [www.powerapps.com](https://www.powerapps.microsoft.com) and sign in with your Swisscontact Office 365 account email and password.



3.2 Opening Power BI

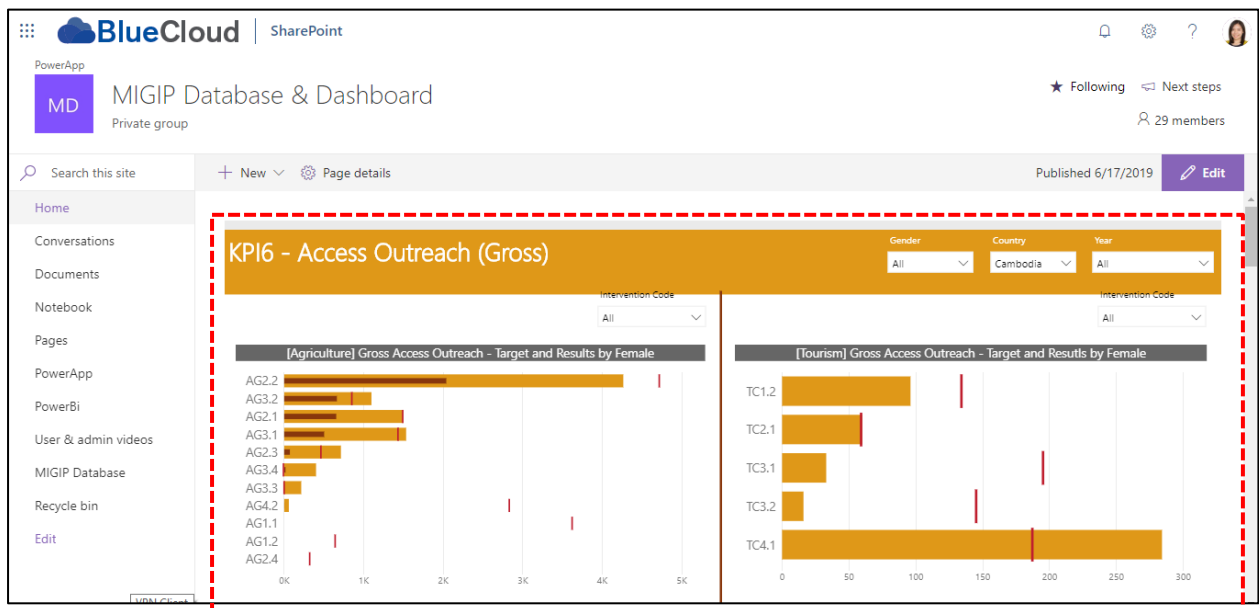
Power BI is a software of Microsoft. EMON's **"Real-Time Report"** is built on Power BI which aggregates and data register and recorded on Intervention Tablet (PowerApps). Project manager, MRM, donor, and each team member will be able to see the most-up-to-date results per KPI anytime and use the interactive user interface to filter by intervention, sector, gender, year, etc.

There are many ways to open Power BI – but the recommended ones are below:

- Project SharePoint site
- Power BI online through website (Pro License User only)

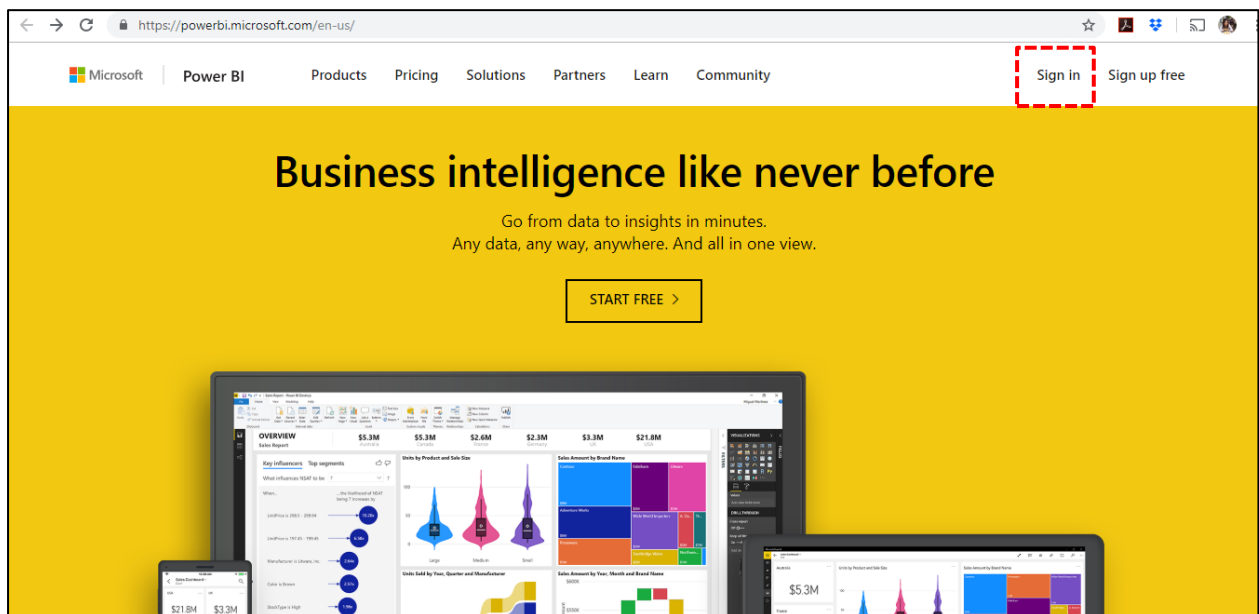
Using project's SharePoint site

- 1 Go to your project's SharePoint site
- 2 On the home page, you can see the Real-Time report and start navigating it

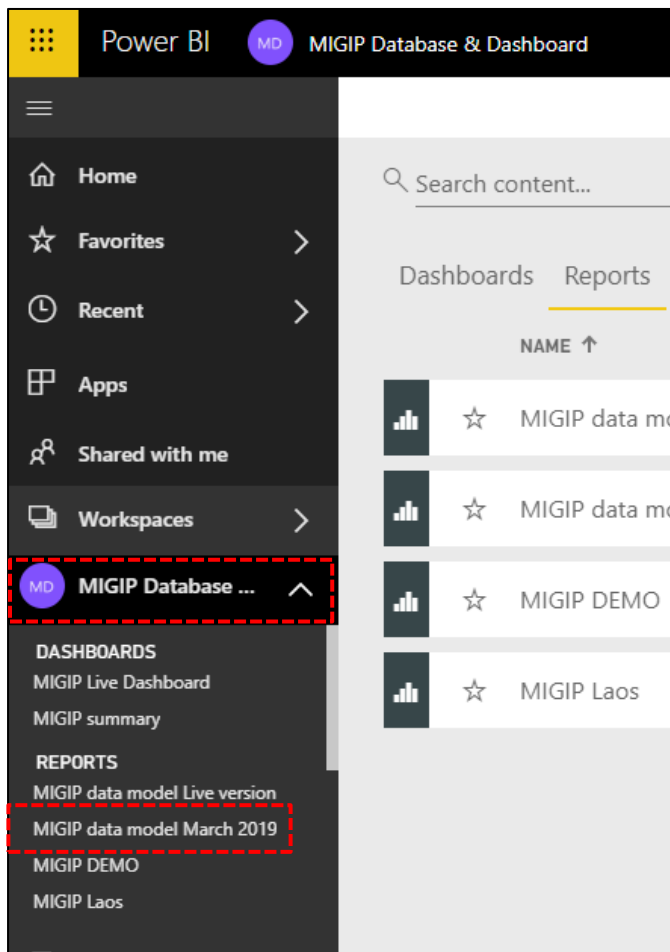


Using the Power BI website (Pro License user only)

1. Go to powerbi.microsoft.com and sign in with your Swisscontact Office 365 account email and password.



2. Select a workspace which is your SharePoint site. Then go to report.



4 The 4Rs and Guidelines

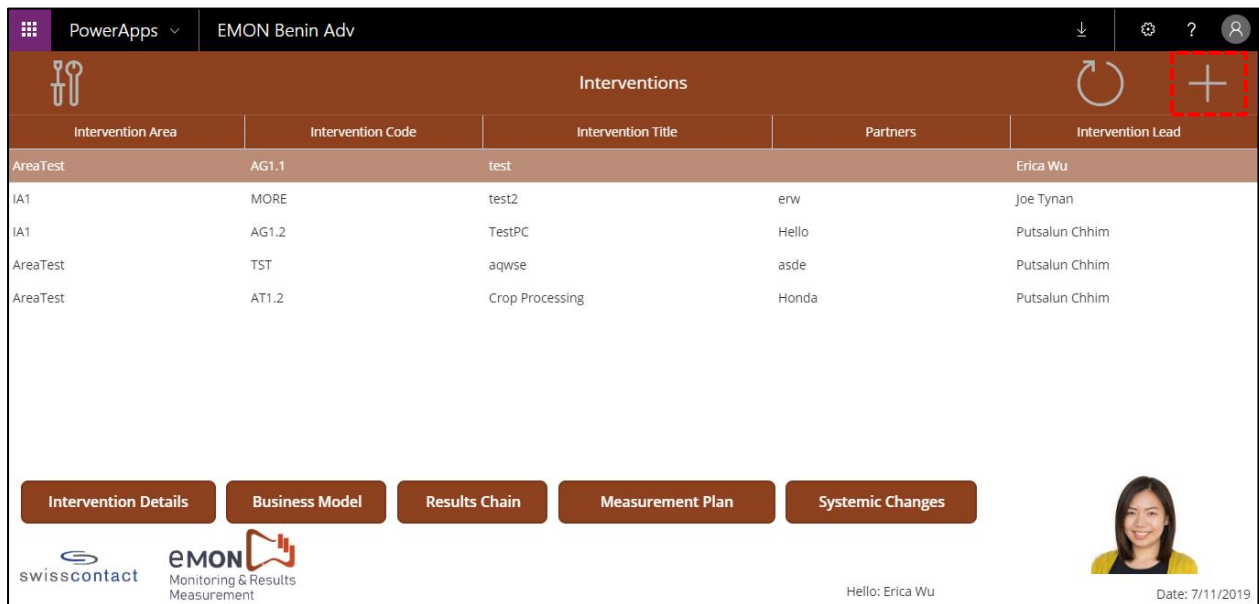
4.1 Stage 1: R1 – Register

Stage 1: R1-Register

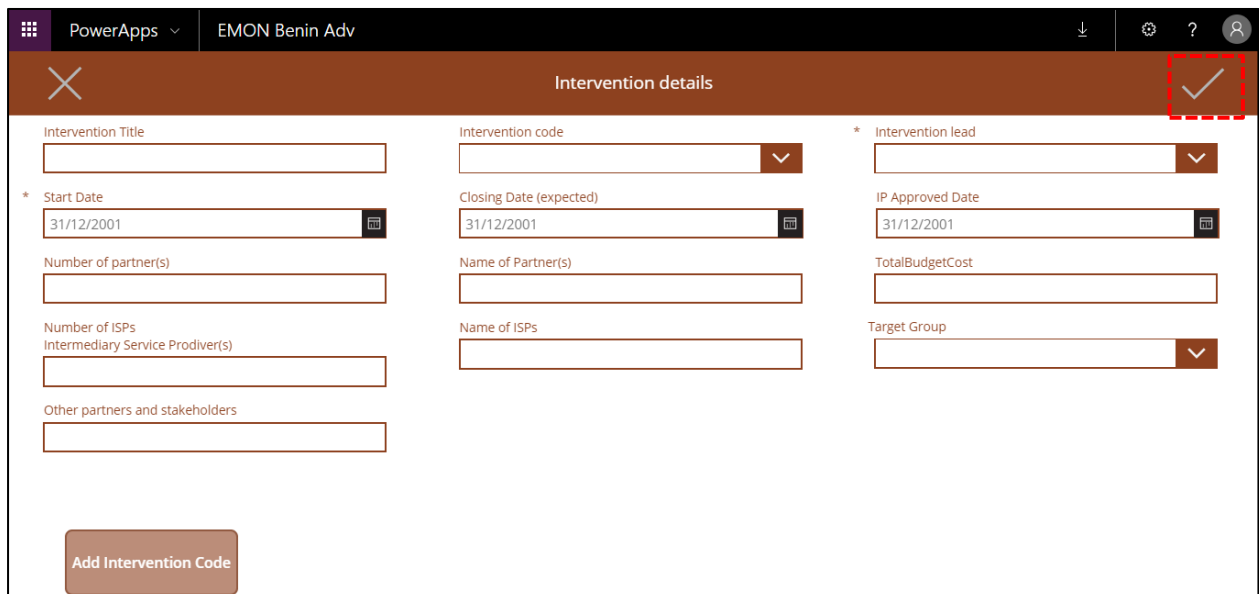
4.1.1 Guideline 1: Add Intervention Details

Steps

1. The app will always open on the home screen (see below). Click on the + sign at the top right-hand side corner



2. This will take you to a new edit screen (below). Enter all the information and once complete press the ✓ at the top right-hand corner. This will save the page and take you to the view screen.



PowerApps | EMON Benin Adv

Intervention: test

Intervention Details | Business Model | Results Chain | Measurement Plan | Systemic Changes

Intervention Title test	Intervention Code AG1.1	Intervention Area AreaTest
Sector AgricultureCitrus	Target Group MSME	Intervention Lead Erica Wu
Start Date 01/01/2019	Closing Date (expected) 01/01/2020	IP Approved Date 01/01/2019
Number of Partner(s) 2	Name of Partner(s)	Total Budget Cost 1
Number of Intermediary Service Provider(s)	Name of ISPs 1	Other Partners and Stakeholders

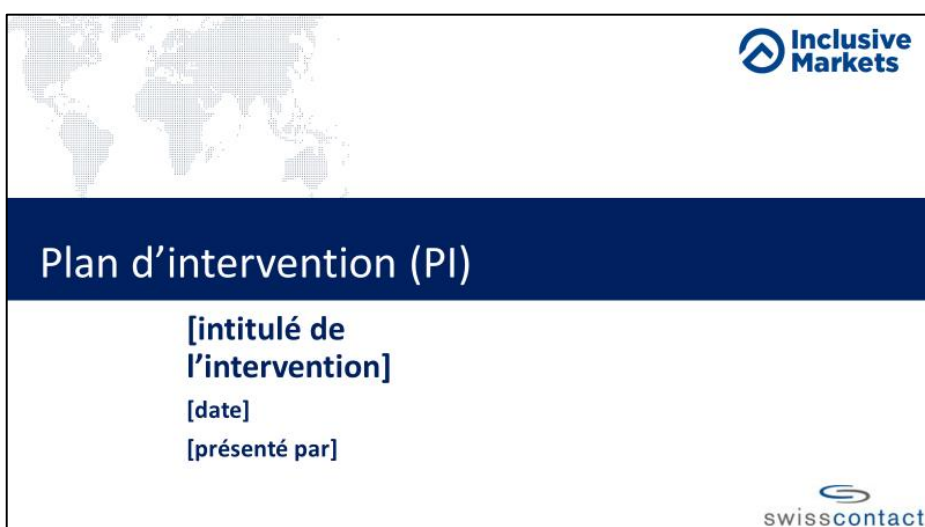
Ways to increase competitiveness

TIPS

- In the "Start date", enter the date when the intervention starts (specified in MoU or partnership agreement), not the date when the agreement signed.
- If need to "unselect" anything in the dropdown list, just click on the selected item again.
- Keep "Ways to increase competitiveness" **empty** since there is no information on this unless an assessment is conducted.

SOURCE FILES

- Intervention plan (PowerPoint) OR intervention steering document (excel) depending on the project



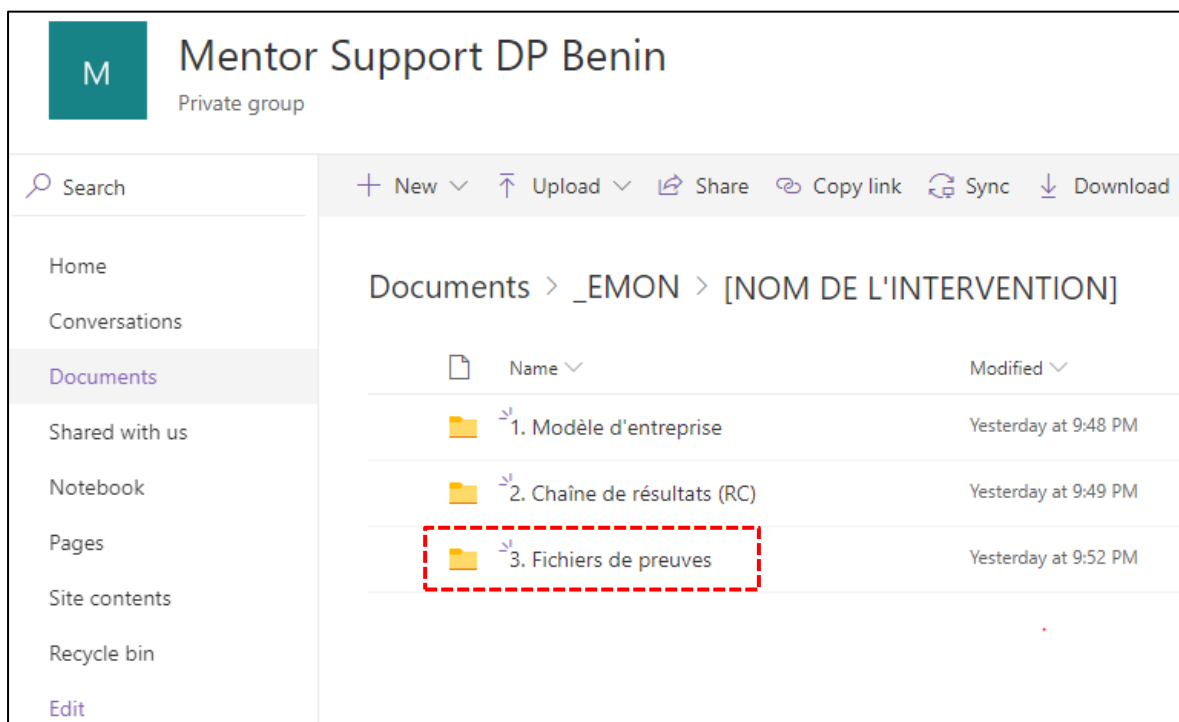
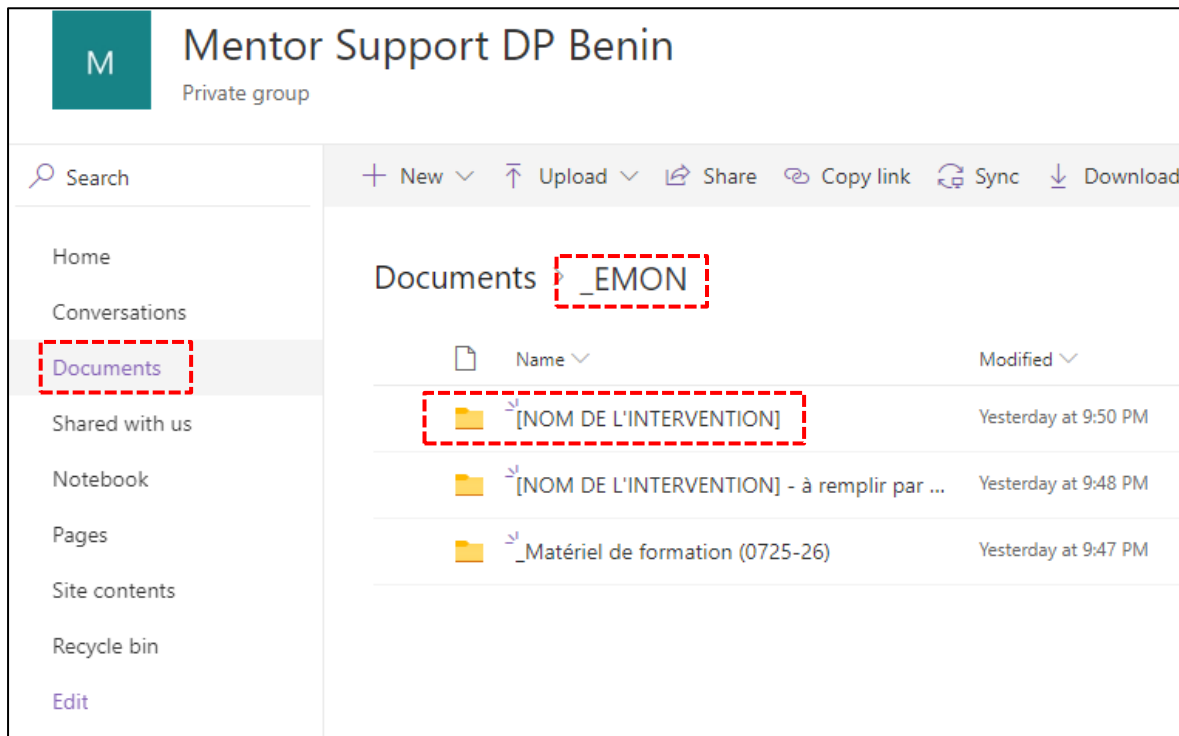
	A	B	C
1		Intervention Overview	
2			
3		Intervention Title	
4		Country	
5		Sector	
6		Intervention Code	
7		Province(s)	
8		District(s)	
9		Responsible intervention	
10		Responsible manager	
11			
12		Target beneficiary group(s)	
13		Private Sector Partner(s)	
14		Public Sector Partner(s)	
15		Intermediate Service Provider(s)	
16		Contributions of other publicly funded programs/private	
17			
18		Activity starting date	dd-mm-yy
19		Activity closing date	dd-mm-yy
20		Monitoring closing date	dd-mm-yy
21		IP Last Reviewed on	dd-mm-yy
22			

Stage 1: R1-Register

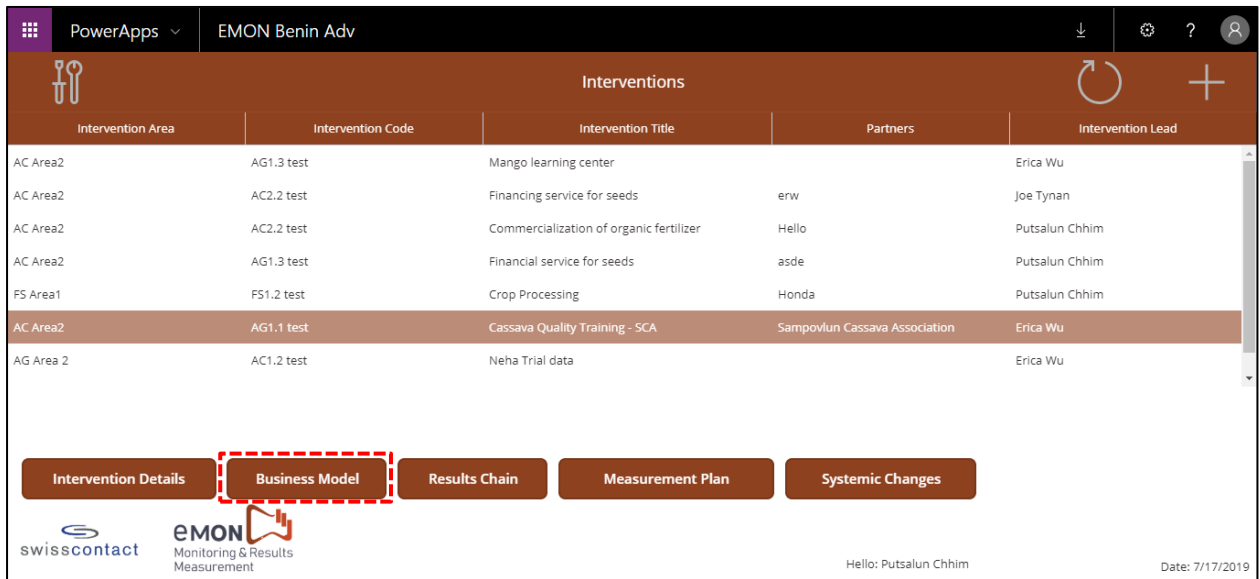
4.1.2 Guideline 2: Upload business model


Steps

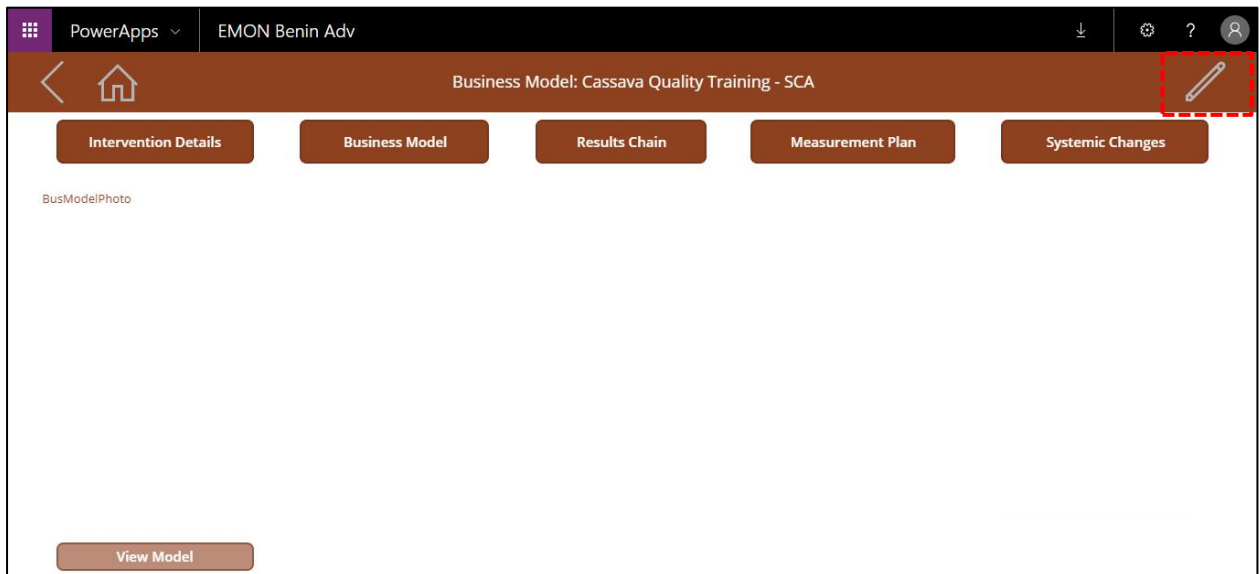
1. Save the business model slide (in intervention plan) into an image file (JPG) and save
2. Save the business model slide to the project's SharePoint and copy the link (see tips)



- In the home screen, select the intervention just added, and click on the **“Business Model”** button. This will take you to the Business model view page



- Click on the  icon found in the top right-hand corner of the screen



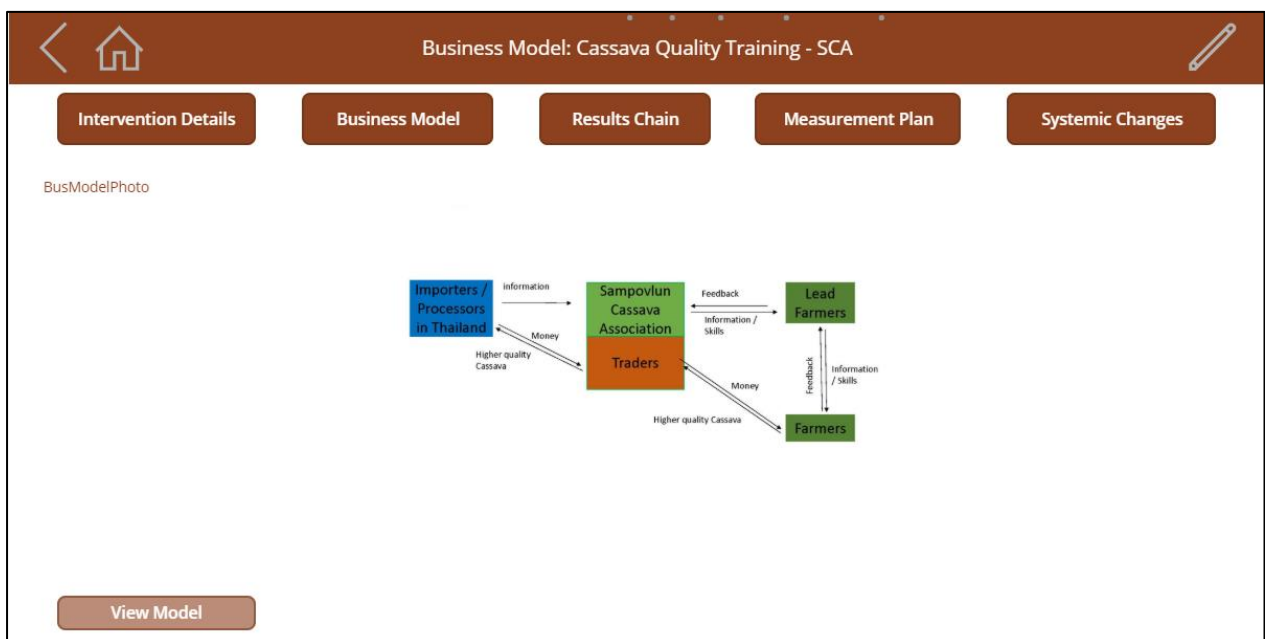
5. Paste the link to the business model file in the **“Business Model URL”** box
6. Click on **“Tap or click to add picture”** and upload the picture file (JPG) directly
7. When complete, press the ✓ at the top right-hand corner. This will save the page and take you to the view screen

✕
Add/Edit Business Model: Commercialization of organic fertilizer
✓

Business Model URL

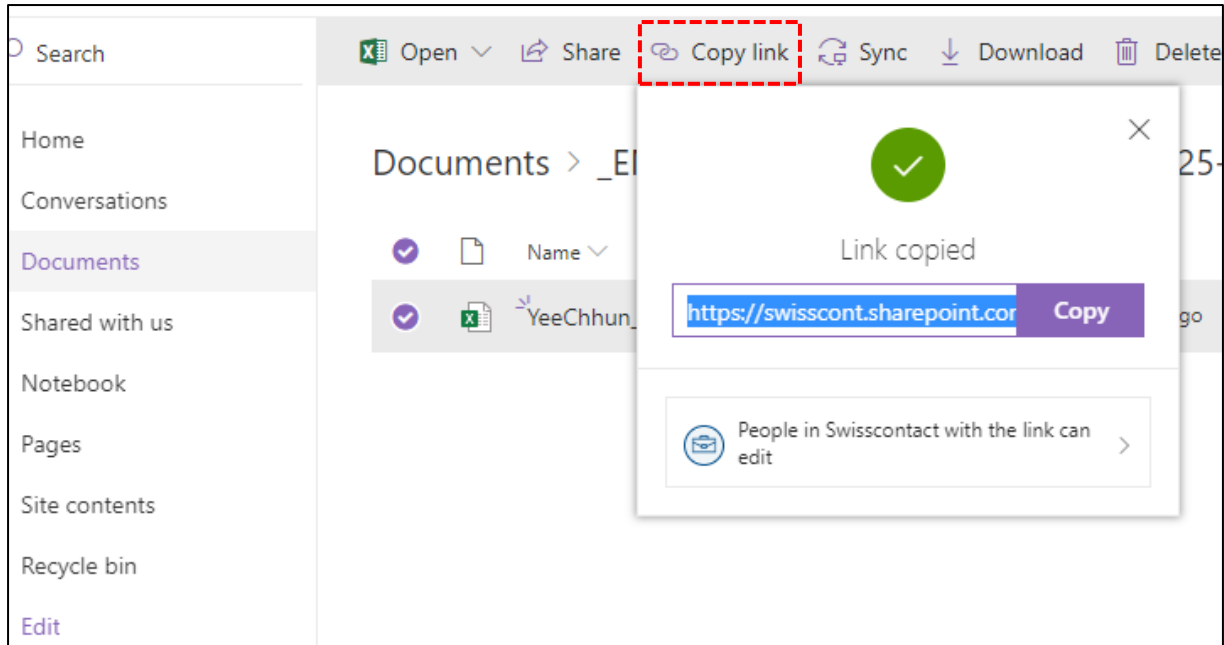
BusModelPhoto

Tap or click to add a picture



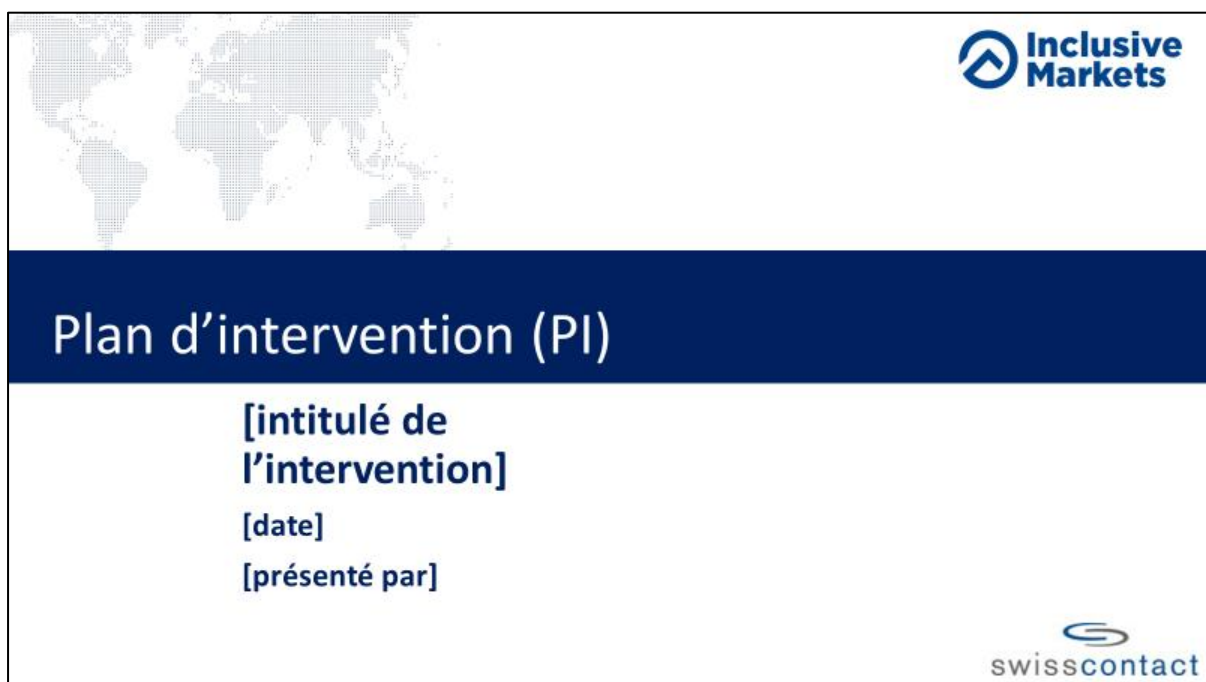
TIPS

- Copy link of an uploaded file: select file and click on “Copy link” on the top
- (Only in Chrome), Choose the image and open it in a new tab, right click on the image and click on “copy image address.”



SOURCE FILES

- Intervention plan (PowerPoint)

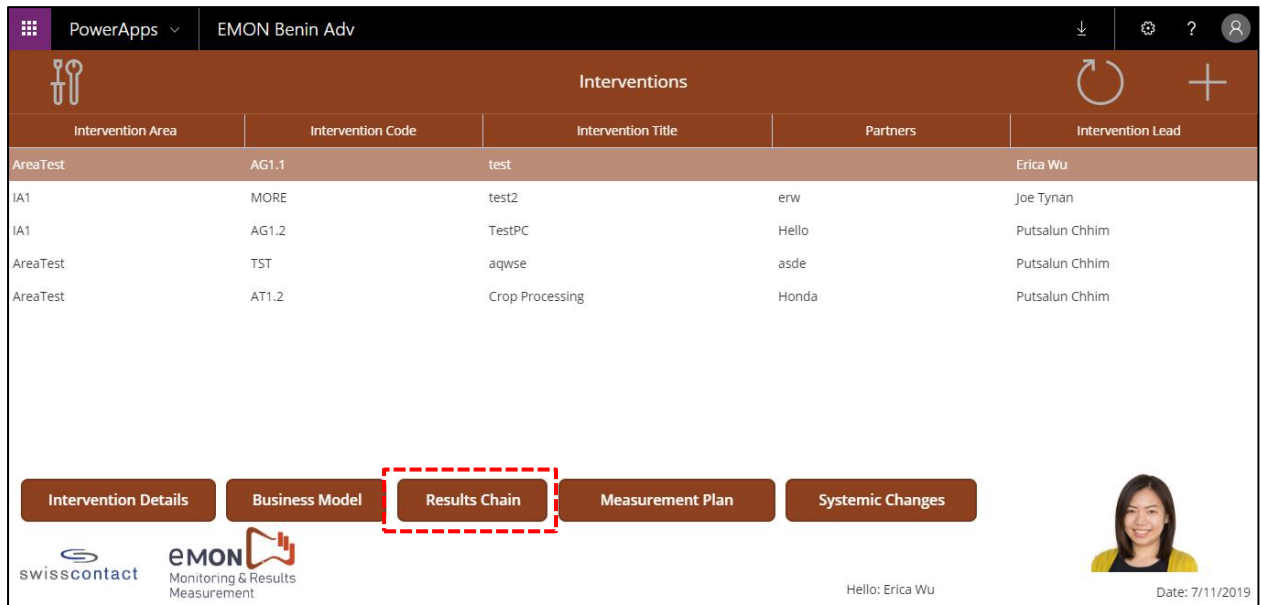



Stage 1: R1-Register

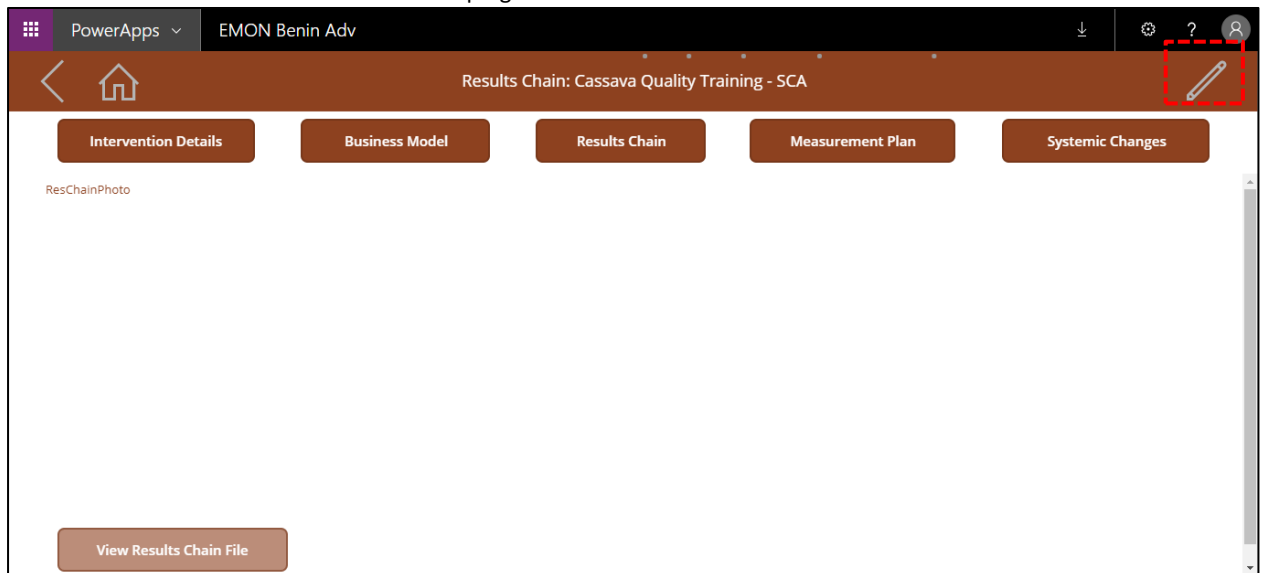
4.1.3 Guideline 3: Upload results chain

Steps

1. Save the results chain graph (usually build on excel) into an image file (JPG)
2. Save the original results chain file to the project's SharePoint folder, and **copy the link**
3. In the home screen, select the intervention just added, and click on the "Results Chain" button. This will take you to the Results Chain view page.



4. Click on the  icon found in the top right-hand corner of the screen



5. Paste the link to the results chain file in the **“Results Chain File URL”**.
6. Click on **“Tap or click to add picture”** and upload the image file (JPG) directly.
7. When complete, press the ✓ at the top right-hand corner. This will save the page and take you to the view screen.

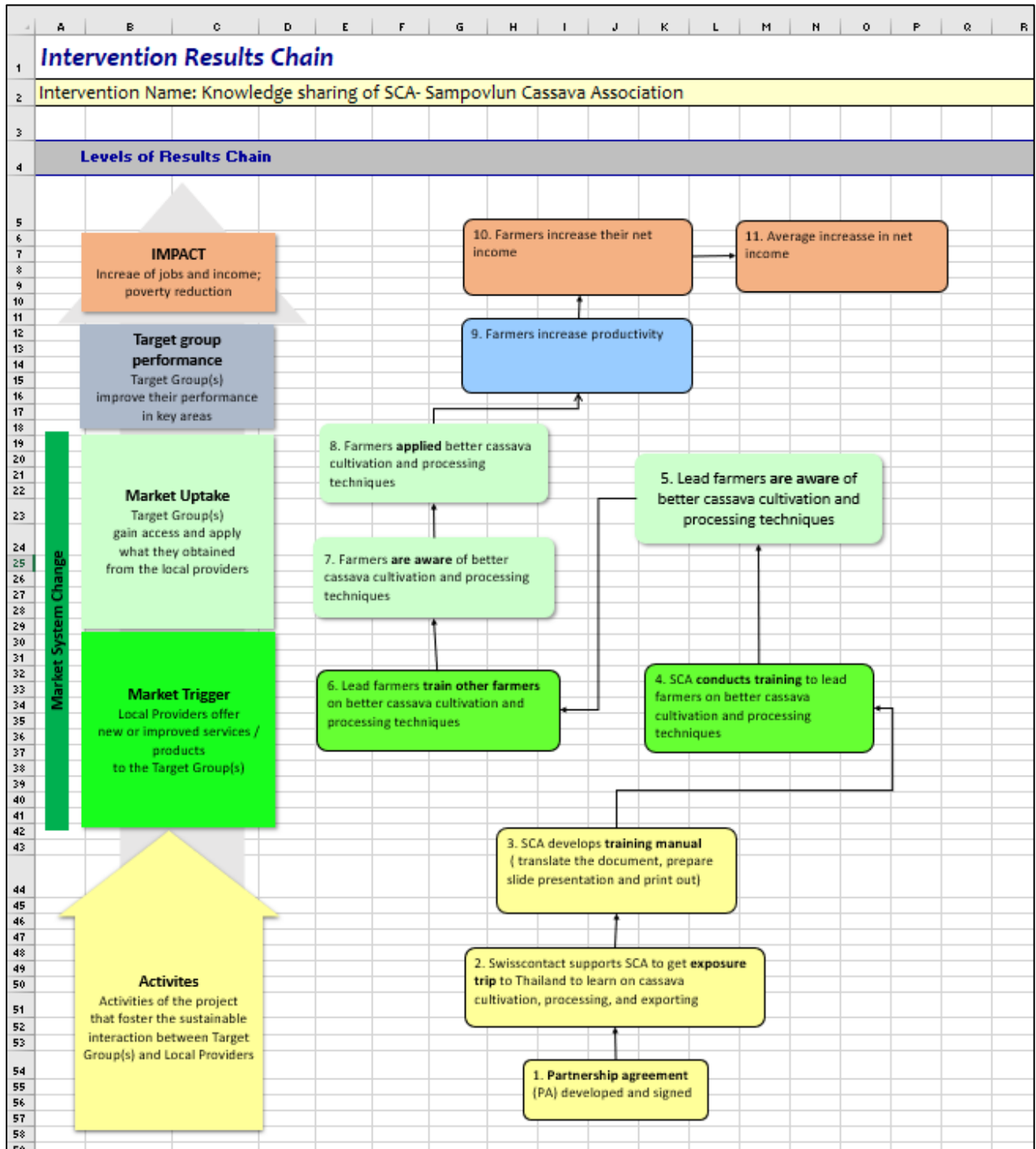


TIPS

- N/A

SOURCE FILES

- Original excel file which results chain is built on (as part of the intervention plan)



Stage 1: R1-Register

4.1.4 Guideline 4: Add Measurement Plan

Steps

1. Open the measurement plan section of the Intervention Plan (*see source file*)
2. In the home screen, select the intervention just added, and click on the “Measurement Plan” button. This will take you to the Measurement Plan view page - a list of all the measurements for this intervention

The screenshot shows the EMON Benin Adv app interface. At the top, there's a header with 'PowerApps' and 'EMON Benin Adv'. Below that is a table titled 'Interventions' with columns: Intervention Area, Intervention Code, Intervention Title, Partners, and Intervention Lead. The table contains five rows of data. Below the table is a navigation bar with five buttons: 'Intervention Details', 'Business Model', 'Results Chain', 'Measurement Plan' (highlighted with a red dashed box), and 'Systemic Changes'. At the bottom, there are logos for 'swisscontact' and 'EMON Monitoring & Results Measurement', a user profile picture, and the text 'Hello: Erica Wu' and 'Date: 7/11/2019'.

Intervention Area	Intervention Code	Intervention Title	Partners	Intervention Lead
AreaTest	AG1.1	test		Erica Wu
IA1	MORE	test2	erw	Joe Tynan
IA1	AG1.2	TestPC	Hello	Putsalun Chhim
AreaTest	TST	aqwse	asde	Putsalun Chhim
AreaTest	AT1.2	Crop Processing	Honda	Putsalun Chhim

3. Click on the + sign to add a new measure

The screenshot shows the 'Measurement Plan: aqwse' screen. At the top, there's a header with 'PowerApps' and 'EMON Benin Adv'. Below that is a navigation bar with five buttons: 'Intervention Details', 'Business Model', 'Results Chain', 'Measurement Plan', and 'Systemic Changes'. Below the navigation bar is a table with columns: RC Level, RC Box..., Indicator, KPI, KPI desc short, Total target, Results, Target female, Results female, Who will mea..., How to meas..., When (frequ..., and Next Data C. The table contains three rows of data. At the bottom, there are three buttons: 'View selected', 'Edit selected', and 'View results'. A red dashed box highlights the '+' sign button in the top right corner.

RC Level	RC Box...	Indicator	KPI	KPI desc short	Total target	Results	Target female	Results female	Who will mea...	How to meas...	When (frequ...	Next Data C
Market Up...	6	6	KPI6		800	310	272	150				
Market Up...	4	234	KPI6		111	123	220	22			GET FROM M...	
		jjj			0	0	0					
Activity		blah b;ah	KPI1		0	0	0					
		balas			100	0	0					

4. Enter the indicator and measurement information

- If the indicator is a KPI, press the button to slide across, then select the KPI from the dropdown list underneath
- In “How to measure”, explain how information is collected, from whom and sample size if any, or whether there is a third party (e.g. intervention partner) to collect the information and how they do it etc.
- “Measurement tool” in the dropdown list should describe the tool you use to collect the information

✕
Measurement Detail - aqwse
✓

<p>RC Level <input style="width: 90%;" type="text" value=""/></p> <p>RC description <input style="width: 90%;" type="text"/></p> <p>* Linked to KPI <input checked="" type="checkbox"/></p> <p>How to measure <input style="width: 90%;" type="text"/></p> <p>Measurement tools <input style="width: 90%;" type="text"/></p>	<p>RC Box No <input style="width: 90%;" type="text"/></p> <p>* Indicator <input style="width: 90%;" type="text"/></p> <p>KPI <input style="width: 90%;" type="text"/></p> <p>When (frequency) <input style="width: 90%;" type="text"/></p> <p>Who will measure <input style="width: 90%;" type="text"/></p>
--	---

5. Scroll down to add yearly targets

- Enter the target for each year that the intervention is running for (also enter the female specific target if there is one)
- If the total target is a sum of all year targets, then leave the last boxes (Manual target total) EMPTY. E.g. total target = Yr1 + Yr2 + Yr3 etc.
- However, if you would like to set a different target (an average of the years) you need to type this number in the “if total target is not sum enter here box”. E.g. if target Yr1=10%, Yr2=10% and the total target=10%, enter “10%” in the last box.

* Based on Calculation No

<p>Intervention Target <input style="width: 90%;" type="text"/></p> <p>Year 1 Target <input style="width: 90%;" type="text"/></p> <p>Year 2 Target <input style="width: 90%;" type="text"/></p> <p>Year 3 Target <input style="width: 90%;" type="text"/></p> <p>Year 4 Target <input style="width: 90%;" type="text"/></p> <p>Manual Target Total <input style="width: 90%;" type="text"/></p>	<p>Calculation <input style="width: 90%;" type="text"/></p> <p>Sample size <input style="width: 90%;" type="text"/></p> <p>Year 1 female <input style="width: 90%;" type="text"/></p> <p>Year 2 female <input style="width: 90%;" type="text"/></p> <p>Year 3 female <input style="width: 90%;" type="text"/></p> <p>Year 4 female <input style="width: 90%;" type="text"/></p> <p>Manual Female Total <input style="width: 90%;" type="text"/></p>
---	---

Stage 1: R1-Register

4.1.5 Guideline 5: Add Systemic Changes

Steps

1. Open the AAER table in the Intervention Plan (IP) which has the planned systemic change (*see source file*)
2. In the home screen of Intervention Tablet, select the intervention and click on the “Systemic Changes” button.

Intervention Area	Intervention Code	Intervention Title	Partners	Intervention Lead
AreaTest	AG1.1	test		Erica Wu
IA1	MORE	test2	erw	Joe Tynan
IA1	AG1.2	TestPC	Hello	Putsalun Chhim
AreaTest	TST	aqwse	asde	Putsalun Chhim
AreaTest	AT1.2	Crop Processing	Honda	Putsalun Chhim

3. In the Systemic Changes view page, click on and enter the information from AAER table under “Adopt”, “Adapt”, “Expand” and “Respond”. After complete, click to save.

Adapt	Respond
1. SSV continuously conducts demonstrations 2. SSV covers all cost for demonstrations including hiring Marketing Officer Observation	1. Other local shops understand the importance of marketing to increase sales Observation
Adopt	Expand
1. Suos Savin develops the marketing materials for cassava cutter promotion 2. Suos Savin conducts the demonstration and door to door promotions to the smallholder farmers on cassava cutter Observation - Suos Savin develop the leaflet, sticker and backdrop for promoting his cassava cutters - Suos Savin put the sticker in cutter and display it in front his shop	1. Other local shops have various marketing strategy to promote localized technologies Observation

Intervention details - Systemic changes	
<p>Adapt</p> <p>1. SSV continuously conducts demonstrations 2. SSV covers all cost for demonstrations including hiring Marketing Officer</p> <p>Observation</p>	<p>Respond</p> <p>1. Other local shops understand the importance of marketing to increase sales</p> <p>Observation</p>
<p>Adopt</p> <p>1. Suos Savin develops the marketing materials for cassava cutter promotion 2. Suos Savin conducts the demonstration and door to door promotions to the smallholder farmers on cassava cutter</p> <p>Observation</p> <p>- Suos Savin develop the leaflet, sticker and backdrop for promoting his cassava cutters - Suos Savin put the sticker in cutter and display it in front his shop</p>	<p>Expand</p> <p>1. Other local shops have various marketing strategy to promote localized technologies</p> <p>Observation</p>





TIPS

- N/A



SOURCE FILES

- Intervention plan (presentation)





Plan d'intervention (PI)

[intitulé de l'intervention]

[date]

[présenté par]



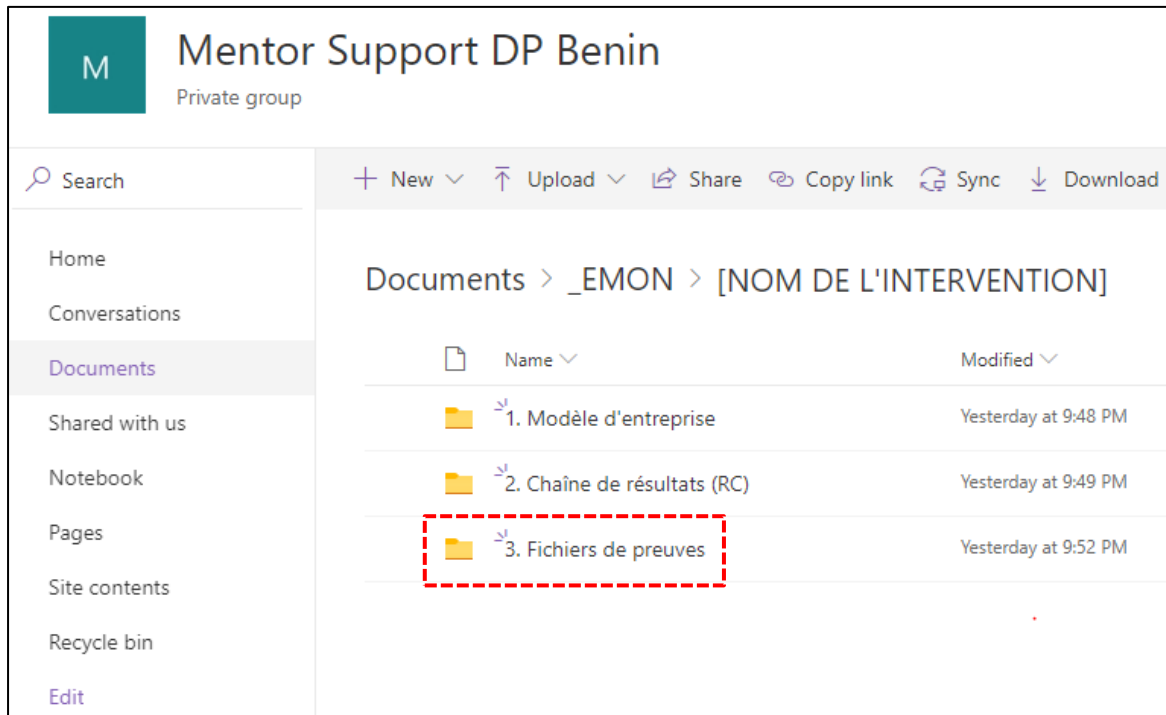
4.2 Stage 2: R2 – Record

Stage 2: R2 - Record

4.2.1 Guideline 6: Record Results

Steps

1. Upload the results to the Project’s SharePoint folder called “Evidence file” and organize the evidence by RC#.




Search

+ New ▾ ↑ Upload ▾ ↗ Share ↻ Copy link ↻ Sync ↓ Down

Documents > _EMON > [NOM DE L'INTERVENTION]

Name ▾	Modified ▾
RC#	5 days ago
RC1	5 days ago
RC2	5 days ago
RC3	5 days ago
RC4	5 days ago
RC5	5 days ago

- From the Measurement Plan page, select on the measure/indicator you want to view/add results, click on the “view results” button, this will take you to the results browse view.

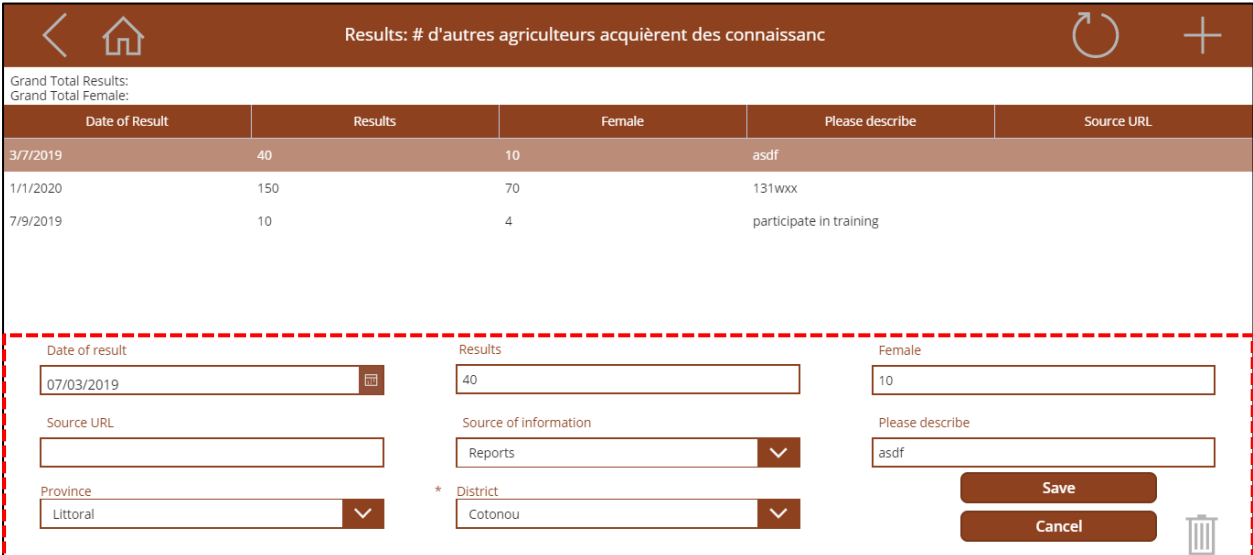


The screenshot shows the 'Measurement Plan: Mango learning center' interface. At the top, there are navigation icons (back, home, refresh, add) and a title bar. Below the title bar are five tabs: 'Intervention Details', 'Business Model', 'Results Chain', 'Measurement Plan', and 'Systemic Changes'. The 'Measurement Plan' tab is active, displaying a table with the following data:

RC Level	RC Box No	Indicator	KPI	KPI desc short	Total target	Results	Target female	Results female	Wh
Market Uptake	3	KPI	KPI6		400	200	200	84	Interv

At the bottom of the screen, there are three buttons: 'View selected', 'Edit selected', and 'View results'. The 'View results' button is highlighted with a red dashed box.

- The results browse view lists all the results recorded for that specific measure/indicator (from newest to oldest based on the date of results). To add a new result, click on the + sign.



The screenshot shows the 'Results: # d'autres agriculteurs acquièrent des connaissances' interface. At the top, there are navigation icons (back, home, refresh, add) and a title bar. Below the title bar, there are two summary lines: 'Grand Total Results:' and 'Grand Total Female:'. The main content is a table with the following data:

Date of Result	Results	Female	Please describe	Source URL
3/7/2019	40	10	asdf	
1/1/2020	150	70	131wxx	
7/9/2019	10	4	participate in training	

Below the table, there is a form for adding a new result, enclosed in a red dashed box. The form contains the following fields:

- Date of result:
- Results:
- Female:
- Source URL:
- Source of information:
- Please describe:
- Province:
- * District:

At the bottom right of the form, there are two buttons: 'Save' and 'Cancel', and a trash icon.

4. Enter the results (and for female if relevant)
 - Date of result is when the results achieved (i.e. date of the activity). **The date must be in the project period otherwise the filed will show pink and you won't be able to save the entry.**
 - Copy and paste URL link of the evidence files (see tips)
 - Describe briefly how the data was collected and/or provide any information you think important for the project to know
 - Select location (province and district) of the activity/target groups. **You can only choose 1 location at a time, so if your results include beneficiaries from different province& district, you should enter each group separately.**
5. After complete, click "save" and the new results entry will appear in the table.
6. To **edit** the results entry, select the results entry, and update the information directly in the field boxes below. After finish, click "save".

< Home
Results: # d'autres agriculteurs acquièrent des connaissances
Refresh +

Grand Total Results:
Grand Total Female:

Date of Result	Results	Female	Please describe	Source URL
3/7/2019	40	10	asdf	
1/1/2020	150	70	131wxx	
7/9/2019	10	4	participate in training	

Date of result

Results

Female

Source URL

Source of information

Please describe

Province

* District

Save

Cancel



TIPS

- Open a separate tab of the evidence files folder for the convenience of copy paste links if there are many results to enter.



SOURCE FILES



- Evidence files which supports the results collection such as participant list, report, photo from field, etc.

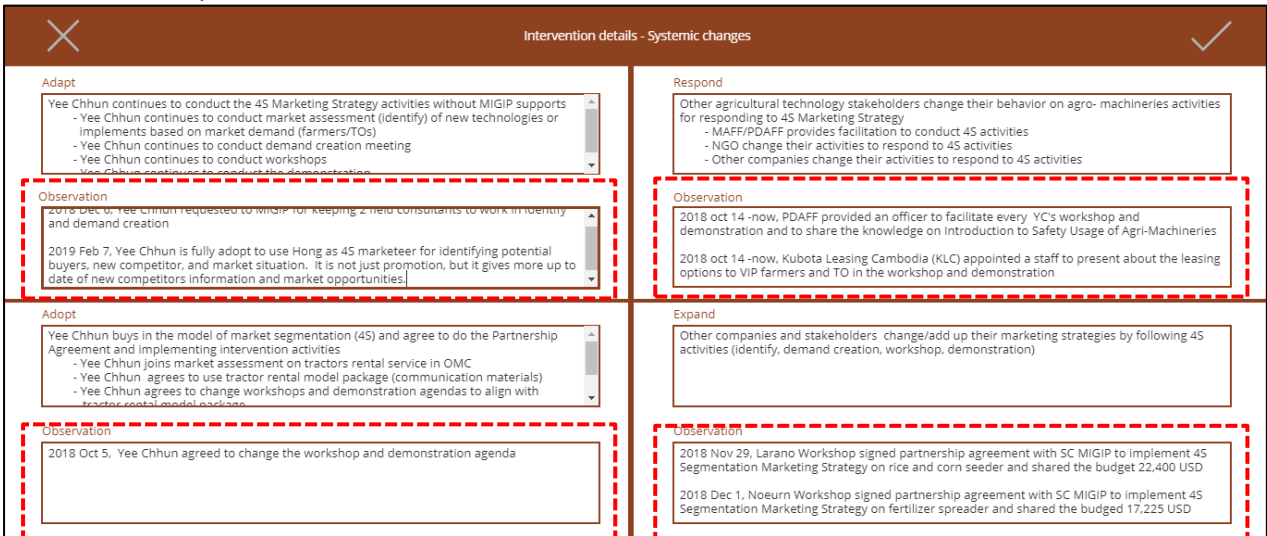
Stage 2: R2 - Record

4.2.2 Guideline 7: Record Observation of Systemic Changes

Steps

Intervention teams observe systemic changes during the implementation, discuss with project manager at the Deep Dive meeting. When systemic changes are agreed upon at the Deep Dive, Intervention Lead should record the observation in Intervention Table.

1. Go to “Systemic Changes” from home page. In the Systemic Changes view page, click on  to open edit page.
2. Enter the observations and date of recording under the “observation box” of Adopt, Adapt, Expand, and Respond when applicable.
3. After complete, click  to save.



Intervention details - Systemic changes

<p>Adapt</p> <p>Yee Chhun continues to conduct the 4S Marketing Strategy activities without MIGIP supports</p> <ul style="list-style-type: none"> - Yee Chhun continues to conduct market assessment (identify) of new technologies or implements based on market demand (farmers/TOS) - Yee Chhun continues to conduct demand creation meeting - Yee Chhun continues to conduct workshops - Yee Chhun continues to conduct the demonstration <p>Observation</p> <p>2019 Feb 7, Yee Chhun is fully adopt to use Hong as 4S marketer for identifying potential buyers, new competitor, and market situation. It is not just promotion, but it gives more up to date of new competitors information and market opportunities.</p>	<p>Respond</p> <p>Other agricultural technology stakeholders change their behavior on agro- machineries activities for responding to 4S Marketing Strategy</p> <ul style="list-style-type: none"> - MAFF/PDAFF provides facilitation to conduct 4S activities - NGO change their activities to respond to 4S activities - Other companies change their activities to respond to 4S activities <p>Observation</p> <p>2018 oct 14 -now, PDAFF provided an officer to facilitate every YC's workshop and demonstration and to share the knowledge on Introduction to Safety Usage of Agri-Machineries</p> <p>2018 oct 14 -now, Kubota Leasing Cambodia (KLC) appointed a staff to present about the leasing options to VIP farmers and TO in the workshop and demonstration</p>
<p>Adopt</p> <p>Yee Chhun buys in the model of market segmentation (4S) and agree to do the Partnership Agreement and implementing intervention activities</p> <ul style="list-style-type: none"> - Yee Chhun joins market assessment on tractors rental service in OMC - Yee Chhun agrees to use tractor rental model package (communication materials) - Yee Chhun agrees to change workshops and demonstration agendas to align with tractor rental model package. <p>Observation</p> <p>2018 Oct 5, Yee Chhun agreed to change the workshop and demonstration agenda</p>	<p>Expand</p> <p>Other companies and stakeholders change/add up their marketing strategies by following 4S activities (identify, demand creation, workshop, demonstration)</p> <p>Observation</p> <p>2018 Nov 29, Larano Workshop signed partnership agreement with SC MIGIP to implement 4S Segmentation Marketing Strategy on rice and corn seeder and shared the budget 22,400 USD</p> <p>2018 Dec 1, Noeurn Workshop signed partnership agreement with SC MIGIP to implement 4S Segmentation Marketing Strategy on fertilizer spreader and shared the budgeted 17,225 USD</p>



- Make sure to mark the **dates** of the observations.





- Meeting minutes if the observation was discussed and agreed with Project Manager/team member in advance.

4.3 Stage 3: R3 – Review

Stage 3: R3 - Review

4.3.1 Guideline 8: Review Business Model and Results Chain

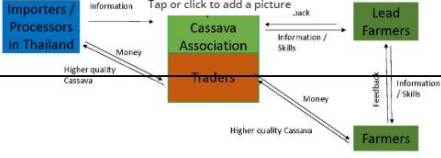
Steps

1. Go to the “business model” section in Intervention Tablet, review the business model image, and discuss **if the planned model/solution is working or not**
 - If dynamic changed, open the original business model file (stored in the business model folder in SharePoint) and revise
 - After revise, save the new graph into a JPG file (business model v2) and save in the same folder
2. In the business model section, click on the  icon found in the top right-hand corner of the screen.
3. Click on “Tap or click to add picture” to **REPLACE** the current image file.
4. When complete, press the  to save.

✕
Add/Edit Business Model: Cassava Quality Training - SCA
✓

Business Model URL

BusModelPhoto



```

graph TD
    IPT[Importers/Processors in Thailand] -- Information --> CA[Cassava Association]
    IPT -- Money --> CA
    CA -- "Tap or click to add a picture" --> LF[Lead Farmers]
    CA -- "Information / Skills" --> LF
    CA -- "Information / Skills" --> F[Farmers]
    CA -- Money --> F
    LF -- "Higher quality Cassava" --> F
    F -- "Higher quality Cassava" --> IPT
    F -- "Higher quality Cassava" --> CA
    
```

5. To review the Results Chain, go to the “results chain” section in Intervention Tablet. Proceed with the same as above steps.



TIPS

- Identify if course correction needs to be made because of bottleneck or change of dynamics during implementation. With the course correction, most likely results chain (sometimes business model) will need to be adjusted.



SOURCE FILES

- The original business model file in PowerPoint or Word stored in the SharePoint folder
- The original Results Chain file in Excel stored in the SharePoint folder

M

Mentor Support DP Benin

Private group

+ New ↑ Upload ↗ Share 🔗 Copy link ↻ Sync ↓ Download

- Home
- Conversations
- Documents
- Shared with us
- Notebook
- Pages
- Site contents
- Recycle bin
- Edit

Documents > _EMON > [NOM DE L'INTERVENTION]

<div style="display: flex; align-items: center;"> 📁 Name ↓ </div>	<div style="display: flex; align-items: center;"> Modified ↓ </div>
<div style="display: flex; align-items: center;"> 📁 1. Modèle d'entreprise </div>	Yesterday at 9:48 PM
<div style="display: flex; align-items: center;"> 📁 2. Chaîne de résultats (RC) </div>	Yesterday at 9:49 PM
<div style="display: flex; align-items: center;"> 📁 3. Fichiers de preuves </div>	Yesterday at 9:52 PM

Stage 3: R3 - Review

4.3.2

4.3.3 Guideline 9: Review Results vs Targets

Steps

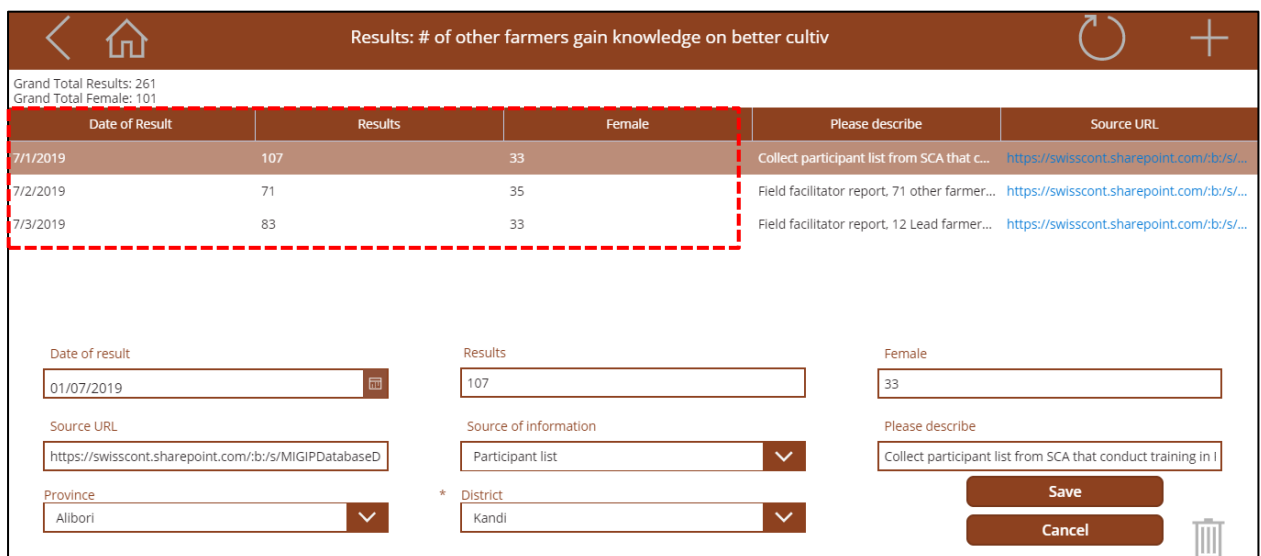
After reviewing the results chain and identify which results chain box we are, the intervention team will review if we are on track to achieve the targets especially on the key indicators (i.e. access outreach)

1. Go to “measurement plan” section in Intervention Tablet, identify the results chain box and indicator which team has completed the activity/market trigger/uptake has happened
2. Review the numbers of “**Total target**”, “**Results**”, “**Target female**” and “**Results female**” columns, and discuss if the results are achieved or not, and why.



RC Level	RC Box No	Indicator	KPI	KPI desc short	Total target	Results	Target female	Results female	Wh
Impact	11	Average increase in net income	KPI2		74	0			MRI
Impact	10	# of smallholder farmers increase thel...	KPI1		475	0			MRI
Target group per...	9	# of smallholder farmers increase pro...	KPI3		475	0			MRI
Market Uptake	8	# of farmers use the technical knowle...	KPI4		576	0			MRI
Market Uptake	7	# of other farmers gain knowledge on ...	KPI6		1200	261	0	101	Field
Market Trigger	6	# of lead farmers share their knowled...			240	112	0	49	Inte
Market Uptake	5	# Les agriculteurs participent à la form...	KPI6		240	233	0	95	Inte
Market Trigger	4	# Nombre de cours de formation don...			6	0	0	0	Inte
Activity	3	# Nombre de manuels de formation él...			1	0	0	0	Inte
Activity	2	# les participants participent au voyag...			38	0	0	0	Inte

3. To look in more details of the results and evidence, click on “**View results**” and you will see all the entries listed. You can click on the URL to see the evidence file as needed for discussion.



Date of Result	Results	Female	Please describe	Source URL
7/1/2019	107	33	Collect participant list from SCA that c...	https://swisscont.sharepoint.com/:b/s/...
7/2/2019	71	35	Field facilitator report. 71 other farmer...	https://swisscont.sharepoint.com/:b/s/...
7/3/2019	83	33	Field facilitator report. 12 Lead farmer...	https://swisscont.sharepoint.com/:b/s/...

Date of result	Results	Female
<input type="text" value="01/07/2019"/>	<input type="text" value="107"/>	<input type="text" value="33"/>
Source URL	Source of information	Please describe
<input type="text" value="https://swisscont.sharepoint.com/:b/s/MIGIPDatabaseD"/>	<input type="text" value="Participant list"/>	<input type="text" value="Collect participant list from SCA that conduct training in I"/>
Province	* District	
<input type="text" value="Alibori"/>	<input type="text" value="Kandi"/>	
		<input type="button" value="Save"/>
		<input type="button" value="Cancel"/>

TIPS

- For results of Key Performance Indicators, you can also review on the Real-Time Report, which will be explained in guideline 11.

SOURCE FILES

- N/A

Stage 3: R3 - Review

4.3.4 Guideline 10: Review Systemic Changes

Steps

1. Go to “Systemic Changes” section in Intervention Tablet, explain the observations of **behavior changes** recorded against planned in AAER framework.
2. Team/manager discuss what triggered the behavior change or why behavior change didn’t happen as planned. Summarize lessons learned or/and course correction needs to be made.

Intervention details - Systemic changes	
<p>Adapt</p> <p>Yee Chhun continues to conduct the 4S Marketing Strategy activities without MIGIP supports</p> <ul style="list-style-type: none"> - Yee Chhun continues to conduct market assessment (identify) of new technologies or implements based on market demand (farmers/TOs) - Yee Chhun continues to conduct demand creation meeting - Yee Chhun continues to conduct workshops - Yee Chhun continues to conduct the demonstration <p>Observation</p> <p>2018 Dec 6, Yee Chhun requested to MIGIP for keeping 2 field consultants to work in identify and demand creation</p> <p>2019 Feb 7, Yee Chhun is fully adopt to use Hong as 4S marketeer for identifying potential buyers, new competitor, and market situation. It is not just promotion, but it gives more up to date of new competitors information and market opportunities.</p>	<p>Respond</p> <p>Other agricultural technology stakeholders change their behavior on agro- machineries activities for responding to 4S Marketing Strategy</p> <ul style="list-style-type: none"> - MAFF/PDAFF provides facilitation to conduct 4S activities - NGO change their activities to respond to 4S activities - Other companies change their activities to respond to 4S activities <p>Observation</p> <p>2018 oct 14 -now, PDAFF provided an officer to facilitate every YC's workshop and demonstration and to share the knowledge on Introduction to Safety Usage of Agri-Machineries</p> <p>2018 oct 14 -now, Kubota Leasing Cambodia (KLC) appointed a staff to present about the leasing options to VIP farmers and TO in the workshop and demonstration</p>
<p>Adopt</p> <p>Yee Chhun buys in the model of market segmentation (4S) and agree to do the Partnership Agreement and implementing intervention activities</p> <ul style="list-style-type: none"> - Yee Chhun joins market assessment on tractors rental service in OMC - Yee Chhun agrees to use tractor rental model package (communication materials) - Yee Chhun agrees to change workshops and demonstration agendas to align with tractor rental model package <p>Observation</p> <p>2018 Oct 5, Yee Chhun agreed to change the workshop and demonstration agenda</p>	<p>Expand</p> <p>Other companies and stakeholders change/add up their marketing strategies by following 4S activities (identify, demand creation, workshop, demonstration)</p> <p>Observation</p> <p>2018 Nov 29, Larano Workshop signed partnership agreement with SC MIGIP to implement 4S Segmentation Marketing Strategy on rice and corn seeder and shared the budget 22,400 USD</p> <p>2018 Dec 1, Noeurn Workshop signed partnership agreement with SC MIGIP to implement 4S Segmentation Marketing Strategy on fertilizer spreader and shared the budgeted 17,225 USD</p>



TIPS

- Identify if **course correction** needs to be made because no sign of behavior changes of partner/stakeholders.



SOURCE FILES

- N/A

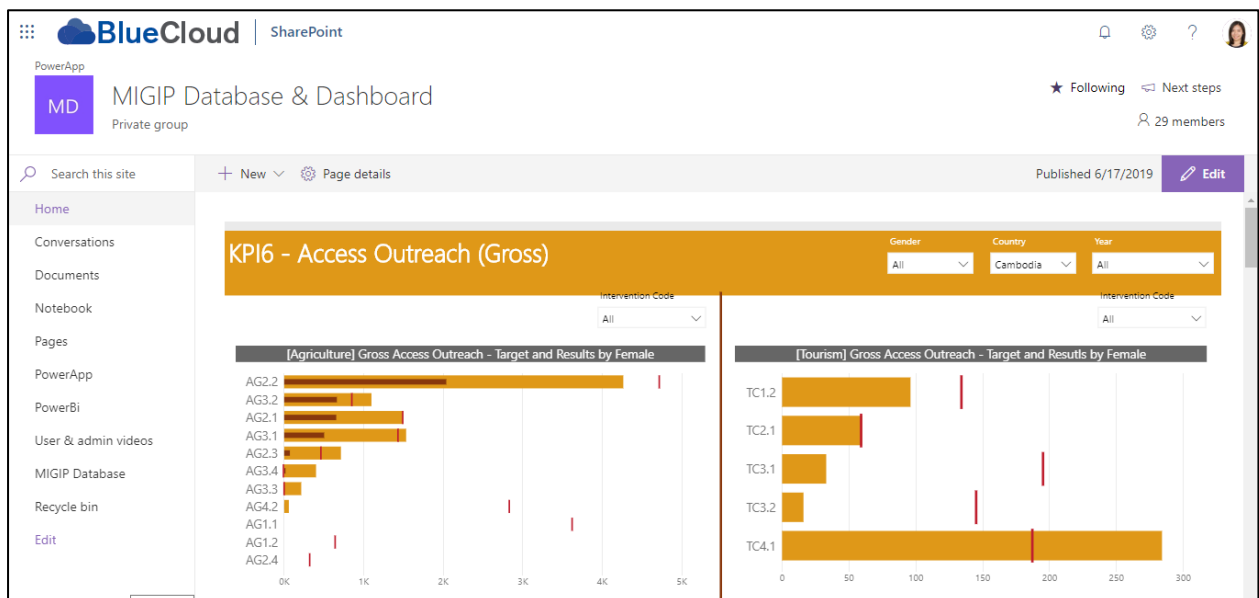
4.4 Stage 4: R4 – Report

Stage 4: R4 - Report

4.4.1 Guideline 11: Interpret Real-Time Report

Steps

1. Open the Real-Time Report on Power BI.
2. On Power BI, report cards and graphs are dynamic and interactive. Filter can be applied to see in detail, for example, per intervention basis or by dates/months/quarters/years etc.



TIPS

- Mouse over the graphs to see quick tooltips that show useful summary of the same data types.



SOURCE FILES

- N/A



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MIGIP TOOL SERIES: T1/MIGIP

JULY 2019