FLOWCHART

Is a learning evaluation (i.e. Kirkpatrick level 2) required?

Does a donor / partnership arrangement require level 2 evaluation?

—No→

Is learning one of the most important (or the most important) process(es) to measure? —No→ Stop. A level 2 evaluation is not required.

Yes ↓

Is the length of the event / activity more than one day? —No→ Stop. A level 2 evaluation is not required.

Yes ↓

Is the event / activity a 'Special Event'? —Yes→ Stop. A level 2 evaluation is not required.

No ↓

Yes →

Conduct Level 2 Evaluation using appropriate methodology (e.g. self assessment, criterion referenced testing etc)

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Key learning objectives must be defined prior to the event / activity. Refer to the level 2 evaluation checklist