What does a successful evaluation project need?

introduction

Dear participant!

Thank you very much for your participation in my study.
On the following pages you will, first of all, find a few questions about your person and, subsequently, about the topic of evaluation.

Please respond to each question by ticking off your preferred answer alternative or by writing a few words in the provided spaces.

If there is not enough space for your remarks, please use the back of a page.

contact details:

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What does a successful evaluation project need? demography Which is the highest degree you have achieved? O none O I go to university O I go to school O degree at polytechnic/vocational college or similar O graduation O university degree O I serve my apprenticeship O PhD O I have finished my apprenticeship O private lecturer / PD O foreman O professor O other non-academic degree O other academic degree If you have an "other degree": What is it in detail?

What does a successful eval	luation project need?
If you have an academic degree:	
In which field do you mainly work (plea	ase choose one of them)?
O social sciences	O economic sciences
O linguistics and cultural sciences	O sciences of sport
O medicine	O law
O mathematics and natural sciences	O political sciences
O engineering sciences	O other field
If you have chosen an "other field": W	hat is it in detail?
If you have none or a non-academic de In which field do you mainly work (plea	
trade and engineering	O education
commerce and administration	O research and development
O health care	O politics
computing and telecommunication	O other field
If you have chosen an "other field": W	hat is it in detail?
What does a successful eval	luation project need?
Please characterize the company/insti	tution, in which you work.
O profit	O non-profit
and	
O private	O public
and	'
O university / research	O private enterprise / industry
authorities / government	O other
Your gender?	
○ female ○ male	
How old are you?	
Which country do you come from?	

□ politics □ economy □ trade and engineering □ computing, telecommunication, □ law □ military □ evaluation methods □ theory of evaluation □ other domain of you have chosen an "other domain": Which one is it? If you have to opt for one of the mentioned domains: with which one do you have the closes regarding evaluation? What does a successful evaluation project need? In touch with evaluation Please characterize your link to evaluation project last year five years than 5 years five years of five years than 5 years and an interviewee within an evaluation project □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □	What does a successful	-	(you can cho	ose more th	an one)?						
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What does a successful evaluation project need? Please estimate your degree of expertise in the following domains: highest medium expertise high expertise expertise low expertise no expertise 0 practically orientated work with evaluation 0 0 0 0 0 theoretically orientated work with evaluation In which kind of evaluation are you mostly experienced? evaluation of... O programmes O products O people O interventions/treatments O institutions/systems O politics I do not have to emphasize one of them In which kind of evaluation are you mostly experienced? O rather external O rather internal O both similar What does a successful evaluation project need? When talking about a successful evaluation project: What is that for you? Please put it in a few words

What does a successful evaluation project need? The following pages deal with successful evaluation projects and the requirements how to accomplish success. For this purpose, I have listed conditions which have been identified by evaluation experts in a recent study. Please give your opinion in consideration to the two following questions: - How do you assess these conditions? - According to your experience: What is the current evaluation practice regarding these conditions? To answer these questions, several answer alternatives are made available from which you can choose. How do you assess these conditions? According to your experience: 1= without this no successful evaluation project is possible What is the current evaluation practice 2= very important condition regarding these conditions? 3= important condition 1= receives too much consideration 4= relevant condition, but you can manage without it 2= receives appropriate consideration 5= unimportant condition 3= receives too little consideration 6= this condition is even counterproductive 1 2 3 2 4 5 6 3 0 $\overline{\circ}$ 0000 0 0 0 example 1 of conditions of successful evaluation projects 0 0 0 example 2 of conditions of successful evaluation projects

What does a successful evaluation project need?						
What regard	ding to is the c ling the ceives to	current ese co	t eva nditi	aluat ions´	tion p ?	practice
How do you assess these conditions? 1= without this no successful evaluation project is possible 2= very important condition 3= important condition		approp	oriate	e co	nsid	leration
4= relevant condition, but you can manage without it 5= unimportant condition 6= this condition is even counterproductive		*				
	1	2 3	4	5	6	1 2 3
tendering procedure of the evaluation project	0	00	0	0	0	000
clear definition of the object of the evaluation	0	00	, 0	0	0	000
clear definition of the evaluation context	0	00	0		Ō	000
(theoretical) foundation of the evaluation object	0	00	0	0	0	000
evaluation is embedded in total quality management process	0	00	0	0	Ō	000
clear definition of evaluation participants	0	00	0		$\overline{\bigcirc}$	$\circ \circ \circ$
precise description of information sources	0	00	0		$\overline{\bigcirc}$	$\circ \circ \circ$
clear and realistic evaluation objectives and questions	0	00	0	0	0	$\circ \circ \circ$
evaluation objectives take interests of different stakeholders into consideration	0	00	0	0	Ō	$\circ \circ \circ$
evaluation is not used in the sense of controlling	0	00	0		$\overline{\bigcirc}$	000

What does a successful evaluation project need?)	
How do you assess these conditions? 1= without this no successful evaluation-project is possible	According to your experience. What is the current evaluation regarding these conditions? 1= receives too much considerate receives appropriate considerate receives too little considerate.	n practice eration ideration
2= very important condition 3= important condition 4= relevant condition, but you can manage without it 5= unimportant condition 6= this condition is even counterproductive		
	1 2 3 4 5 6	1 2 3
no hidden evaluation objectives	00000	000
formal agreement of evaluation objectives and questions	00000	000
usage of evaluation results is clarified in advance	00000	000
clear basis of evaluation and assessment indicators	00000	000
reasonable cost-value ratio	00000	000
enough time between contract and the beginning of the evaluation project	00000	000
evaluation as an independent project, no appendix	00000	000
establishment of an evaluation culture	00000	000
similar evaluation understanding between client and evaluator	00000	000
service orientation of the evaluation	00000	000

What does a successful evaluation project need?									
	According What is the regaring to the received a receiv	ne c hes es t es a	e c too	ent ond mu rop	eva ditic ch riat	alua ons? con e co	ition side	prace eration derati	1
How do you assess these conditions? 1= without this no successful evaluation project is posed 2= very important condition 3= important condition 4= relevant condition, but you can manage without it 5= unimportant condition 6= this condition is even counterproductive	ssible								
		1	2	3	4	5	6	1	2 3
openness of the client towards the evaluation and its results		0	0	0	0	0	0	0	00
cooperation and committed participation of the client		0	0	0	0	0	0	0	00
client is willing to change things		0	0	0	0	0	0	0	00
client has expertise in the field of evaluation		0	0	0	0	0	0	0	00
client has the power to realize potential changes		0	0	0	0	0	0	0	00
client takes a checking and controlling function within the evaluation project		0	0	0	0	0	0	0	00
client keeps out of the evaluation project		0	0	0	0	0	0	0	00
client is independent from the decision makers		0	0	0	0	0	0	0	00

What d	oes a successful evaluation project need?	?									
	How do you assess these conditions? 1= without this no successful evaluation project is possible 2= very important condition 3= important condition	According What is to regarding 1= receiv 2= receiv 3= receiv	the of th	curre ese too i appi	ent cor mu rop	evanditi nditi nch oriat	alua ions con e co	ation s? nside onsi	n prac eration iderat	n	
	4= relevant condition, but you can manage without it 5= unimportant condition 6= this condition is even counterproductive		_				•			*	
	·		1	2	3	4	5	6	1	2	3
high evalua	tion-expertise of the evaluator		0	0	0	0	0	0	0	0	0
evaluator ha	as expertise in the field where the evaluation takes place		0	0	0	0	0	0	0	0	0
high social	competence of the evaluator		0	0	0	0	0	0	0	0	0
self-reflexio	n capability of the evaluator		0	0	0	0	0	0	0	0	0
motivated e	valuator		0	0	0	0	0	$\overline{\bigcirc}$	\circ	0	0
cooperation	n between evaluator and internal staff		0	0	0	0	0	0	0	0	0
exchange o	of experiences with other evaluators		0	0	0	0	0	0	0	0	0
incorruptibil	lity of the evaluator		0	0	0	0	0	0	0	0	0
acceptance	e and credibility of the evaluator		0	0	0	0	0	0	0	0	0
heterogeno	us evaluation team		0	0	0	0	0	0	0	0	0
objectivity a	and neutrality of the evaluator		0	0	0	0	0	0	0	0	0
independen	nce of the evaluator		0	0	0	0	0		0	0	0

What does a successful evaluation project need?							
	According to your experience: What is the current evaluation pra- regaring these conditions? 1= receives too much considerati 2= receives appropriate considerati						practice eration deration
How do you assess these conditions? 1= without this no successful evaluation project is possible 2= very important condition 3= important condition 4= relevant condition, but you can manage without it 5= unimportant condition 6= this condition is even counterproductive	3= receive	s too	o little	e co	onsi	dera	ation
		2	3	4	5	6	1 2 3
cooperation and committed participation of all participants			0	0	0	0	000
openness of the participants towards evaluation results			0	0		\circ	$\circ \circ \circ$
participants accept the evaluation plan			0	0	0	0	$\circ\circ\circ$
volition of participants to change something	(0	0	0	0	$\overline{\bigcirc}$	$\circ\circ\circ$
voluntary participation of the participants		0	0	0	0	$\overline{\circ}$	000
the participants are accepted by the persons responsible for the project		0	0	0	0	0	$\circ \circ \circ$
professional competence, familiarity of participants with the evaluation object		0	0	0	0	0	$\circ \circ \circ$
the participants have experience with internal evaluation			0	0	0	$\overline{0}$	$\circ \circ \circ$
the participants have evaluation expertise		0	0	0	0	\overline{O}	$\circ \circ \circ$
participants take part because of client's enforcement-power	(0	0	0	0	$\circ \circ \circ$

What does a successful evaluation project need? According to your experience: What is the current evaluation practice regarding these conditions? 1= receives too much consideration 2= receives appropriate consideration 3= receives too little consideration How do you assess these conditions? 1= without this no successful evaluation project is possible 2= very important condition 3= important condition 4= relevant condition, but you can manage without it 5= unimportant condition 6= this condition is even counterproductive 1 2 3 4 5 6 1 2 3 000 00000 favourable general political conditions 00000 000 interest of the wider environment in the evaluation 00000 000 existence of sufficient resources 00000 000 clear identification of all stakeholders 00000 000 adequate involvement of all participants 00000 000 cooperation between all stakeholders 00000 000 clear responsibility assignment of the persons responsible for the project 00000 000 responsibility of realization belongs to evaluator 00000 000 clear and adequate evaluation design

What does a successful evaluation project need?							
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How do you assess these conditions? 1= without this no successful evaluation project is possible 2= very important condition 3= important condition 4= relevant condition, but you can manage without it 5= unimportant condition 6= this condition is even counterproductive		\		4			↓
	1	2	3	4	5 6		2 3
process-orientated procedure	0	9	0	9	9		00
attention to data protection	O	10	0	\circ	O		00
consideration of ethics	0	0	0	O	0		00
consideration of legal basis	0	0	0	0	\overline{O}		00
evaluation is practice-orientated, so that it disturbs everyday life as little as possible	0	0	0	0	0		00
correct methodological procedures of evaluation	0	0	0	0	0		00
data is accessable with justifiable effort	0	0	0	0	0		00
permanent control of the evaluation process	0	0	0	0	0		00
flexibility during the data collection	0	0	0	0	0		00

What does a successful evaluation project need?								
Accordir What is regarding 1= recei 2= recei 3= recei	the or the ves	currese too app	ent cor mu rop	evandit ndit nch oriat	alua ions con e co	ition ? side onsid	ratior derati	1
How do you assess these conditions? 1= without this no successful evaluation project is possible 2= very important condition 3= important condition 4= relevant condition, but you can manage without it 5= unimportant condition 6= this condition is even counterproductive		~						
	1	-	3	4	5	6	-	2 3
quantitative as well as qualitative procedure	0	0	0	0	0	9		00
consensus regarding evaluation procedure between as many stakeholders as possible	0	0	0	0	0	\circ	0	\circ
transparency of evaluation process	0	0	0	0		0	0	\circ
consideration of relevant evaluation standards	0	0	0	0	0	0	0	\circ
evaluation project has an advisary board	0	0	0	0	0	0	0	\circ
ongoing discussion about the evaluation process	0	0	0	0	0	0	0	00
consideration to hidden goals	0	0	0	0	0	0	0	00
correct methodological procedure of data analysis	0	0	0	0	0	0	0	00
report timeliness	0	0	0	0	0	0	0	00

What does a successful evaluation project need?									
W re 1= 2=	ccording /hat is the garding = receive = receive = receive	the cestern the	curre ese d eso n appr	ent e cond nuc opri	eval ditic h c iate	luat ons ons cons	tion ? side nsi	pract eration deration	1
How do you assess these conditions? 1= without this no successful evaluation project is possible 2= very important condition 3= important condition 4= relevant condition, but you can manage without it 5= unimportant condition 6= this condition is even counterproductive		<u>_</u>	2	3 /	4	5			▼ 2 3
(potentially) helpful and constructive results		1	0	3 (6		
results are complete and fair		o	0	5 0	5	0		\bigcirc (0 C
neutral report of the results		0	0	0		0	0	0	\circ
comprehensible, receiver adequate report of results			0	0			$\overline{\bigcirc}$	\bigcirc (\circ
sensitive, confidential, factual handling of results		0	0	0	0	0	$\overline{\bigcirc}$	\bigcirc (\circ
disclosure of results to all participants of the evaluation project		0	0				$\overline{\bigcirc}$	\bigcirc (\circ
disclosure of results to all stakeholders		0	0			0	\bigcirc	0	\circ
report transparently describes the object of the evaluation, its context, objectives, procedure and results		0	0				0	0 (00

What does a successful evaluation project need? According to your experience: What is the current evaluation practice regarding these conditions? 1= receives too much consideration 2= receives appropriate consideration 3= receives too little consideration How do you assess these conditions? 1= without this no successful evaluation project is possible 2= very important condition 3= important condition 4= relevant condition, but you can manage without it 5= unimportant condition 6= this condition is even counterproductive 1 2 3 4 5 6 1 2 3 00000 000 transparency of using the results 00000 000 report contains no interpretation, only pure data analysis 00000 000 report contains interpretations by the evaluator 00000 000 report contains interpretations by all participants of the evaluation 00000 000 report contains interpretations by the client 00000 reasons for interpretations are explicitly given 000 00000 000 report strictly segregates results, interpretations and recommendations 00000 000 report contains no rash conclusions 00000 000 report contains different scenarios how to use the results

What does a successful evaluation project need?									
	Accord What is regardi 1= rece 2= rece 3= rece	the ng the eives	curr ese too app	ent cor mu rop	eva nditi och oriat	aluat ions i cons e co	ion p ? sidera nside	ation eratio	
How do you assess these conditions? 1= without this no successful evaluation project is possibl 2= very important condition 3= important condition 4= relevant condition, but you can manage without it 5= unimportant condition 6= this condition is even counterproductive	le		2	\ \ 			•	V	2 3
inclusion of all stakeholders when producing recommendations based on result		1	0	3	4	5 (6		. 3
client defines usage of results		0	0	0	0	0	5	00	0
results are client-friendly		0	0	0	0	0	5	\circ	0
evaluator supports the usage of results		0	0	0	0	0	\supset	\circ	0
results do not lead to negative consequences for the participants		0	0	0	0	0	\supset	\circ	0 (
results are process-, not person-orientated		0	0	0	0	0	\supset	\circ	0
results induce consequences		0	0	0	0	0	2	\circ	0
discussions about results		0	0	0	0	0	\supseteq	\circ	0
evaluation of the evaluation project itself in the sense of a meta-evaluation		0	0	0	0	0)	00	0

What does a successful evaluation project need?
Regarding the fields you mainly gained experiences: Are there any further important conditions which are not listed in this questionnaire? If yes, which one?
Do you know any other persons who might be interested in participating in this study? If yes, can yo give me the names including email-addresses? (alternatively: give them the URL of my study - many thanks for that!)
Do you have any further comments or wishes (a green with a feedback of the results)?
Do you have any further comments or wishes (e.g. regarding the feedback of the results)?
THANK VOLLVEDV MUCH
THANK YOU VERY MUCH!