



## Accredited Africa Training Institute for Capacity Development

Unit FO409, Hatfield Plaza · 1122 Burnett St, Hatfield 0028 · Pretoria, Gauteng · South Africa

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### COURSE BROCHURE

# Evaluate Extension Services in Simple Settings

Agriculture and Nature Conservation / Primary Agriculture

Unit Standard 252934 · NQF Level 6 · 10 Credits · 7 Days

## COURSE OVERVIEW

This course equips learners with the knowledge and skills to evaluate extension services in simple settings, focusing on assessing the effectiveness and impact of agricultural or community extension programs. Learners will apply evaluation frameworks, collect and analyze data, and make recommendations for improvement. The course aligns with SAQA Unit Standard 252934 and prepares learners to contribute to informed decision-making in extension service delivery.

|                 |                                            |
|-----------------|--------------------------------------------|
| Category        | Agriculture and Nature Conservation        |
| Subfield        | Primary Agriculture                        |
| Unit Standard   | 252934                                     |
| Accreditation   | SAQA Accredited · NQF Level 6 · 10 Credits |
| Duration        | 7 days                                     |
| Training Method | Online, On-Campus, In-House                |
| Certificate     | Issued via AATICD LMS – verifiable online  |

## LEARNING OUTCOMES

- Explain the principles and purposes of evaluating extension services in simple settings.
- Apply appropriate evaluation frameworks and methods to assess extension service effectiveness.
- Collect and analyze qualitative and quantitative data from extension service stakeholders.
- Evaluate the impact of extension services on target communities or beneficiaries.
- Formulate evidence-based recommendations for improving extension service delivery.
- Present evaluation findings clearly to stakeholders using appropriate formats.

## WHO SHOULD ATTEND

- This course is designed for extension officers, agricultural advisors, community development workers, and supervisors involved in planning, implementing, or evaluating extension services in simple rural or peri-urban settings.

## COURSE OUTLINE

### Day 1: Introduction to Extension Services and Evaluation

- What are extension services? (agricultural, health, social)
- The role of evaluation in improving service delivery
- Key principles of evaluation: relevance, efficiency, effectiveness, impact, sustainability
- Stakeholders: beneficiaries, implementers, funders, policymakers
- Monitoring vs. evaluation: definitions and differences
- Overview of the evaluation process
- Ethical considerations in evaluation

### Day 2: Planning an Evaluation of Extension Services

- Formulating evaluation questions: descriptive, normative, cause-effect
- The Logical Framework Approach (LFA) for extension services
- Evaluation criteria: relevance, effectiveness, efficiency, impact, sustainability
- Choosing data sources: primary vs. secondary
- Data collection methods: surveys, interviews, focus groups, observation
- Developing an evaluation plan: timeline, resources, roles
- Adapting evaluation to simple settings (low literacy, remote areas)

### Day 3: Data Collection Techniques for Extension Evaluation

- Quantitative data collection: structured surveys and sampling
- Qualitative data collection: interviews, focus groups, case studies
- Developing questionnaires: question types, wording, piloting
- Interviewing skills: active listening, probing, recording
- Observation: participant vs. non-participant, checklists
- Ensuring data quality: training enumerators, pre-testing
- Ethics: informed consent, confidentiality, cultural sensitivity

### Day 4: Data Analysis and Interpretation

- Quantitative data analysis: coding, tabulation, simple charts
- Qualitative data analysis: transcription, coding, theme identification
- Triangulation: combining multiple data sources
- Interpreting results: comparing against criteria and benchmarks
- Identifying patterns, gaps, and unexpected findings
- Drawing conclusions: linking evidence to evaluation questions
- Limitations and caveats in data interpretation

### Day 5: Reporting and Communicating Evaluation Findings

- Components of an evaluation report: executive summary, methodology, findings, conclusions, recommendations
- Writing for different audiences: funders, managers, community
- Visual presentation: tables, bar charts, pie charts, infographics
- Formulating recommendations: SMART (Specific, Measurable, Achievable, Relevant, Time-bound)
- Dissemination strategies: meetings, briefs, community forums
- Using feedback for continuous improvement
- Case study: presenting findings to stakeholders

### Day 6: Practical Application: Conducting a Mini Evaluation

- Group work: select a simple extension service scenario
- Develop evaluation questions and plan
- Data collection: conduct interviews or surveys (simulated)
- Data analysis: compile and interpret results
- Drafting a mini evaluation report
- Peer review and feedback session
- Reflection on challenges and lessons learned

#### Day 7: Integration, Quality Assurance, and Next Steps

- Quality assurance in evaluation: peer review, validation
- Using evaluation for accountability and learning
- Linking evaluation to decision-making and resource allocation
- Overcoming common challenges in simple settings
- Professional development: further training and resources
- Course review and assessment (written test or assignment)
- Action planning: applying skills in the workplace

## ASSESSMENT & CERTIFICATION

Delegates are assessed through exercises and a final test. A mark of **50% or above** earns an **AATICD Certificate of Completion**, issued digitally with a unique verification code. This course carries **10 NQF credits** at **NQF Level 6**.

## PRICING (PER DELEGATE, EX-VAT)

| Delegates | Training Method      | Price per Delegate | Total       |
|-----------|----------------------|--------------------|-------------|
| 1         | Online               | R 31,000.00        | R 31,000.00 |
| 1         | In-House             | R 40,400.00        | R 40,400.00 |
| 1         | On-Campus (Pretoria) | R 46,500.00        | R 46,500.00 |

## UPCOMING SESSIONS

| Start       | End         | Method    | Venue                   |
|-------------|-------------|-----------|-------------------------|
| 07 Aug 2026 | 17 Aug 2026 | On-Campus | Mauritius               |
| 10 Aug 2026 | 18 Aug 2026 | On-Campus | Dubai, UAE              |
| 11 Aug 2026 | 19 Aug 2026 | On-Campus | Pretoria, South Africa  |
| 12 Aug 2026 | 20 Aug 2026 | On-Campus | Abu Dhabi, UAE          |
| 13 Aug 2026 | 21 Aug 2026 | On-Campus | Durban, South Africa    |
| 13 Aug 2026 | 21 Aug 2026 | On-Campus | Mauritius               |
| 14 Aug 2026 | 24 Aug 2026 | On-Campus | Cape Town, South Africa |
| 17 Aug 2026 | 25 Aug 2026 | On-Campus | Pretoria, South Africa  |

Contact us if no suitable date is listed – on-demand sessions can be arranged for groups.

## HOW TO GET A QUOTE OR APPLY

1. **Get an instant quotation online:** visit [www.aaticd.co.za](http://www.aaticd.co.za), open the page for this course (Unit Standard 252934) and click **Get A Quote / Apply**. Select your training method and number of delegates – your quotation is generated immediately and emailed to you with the course brochure attached.
2. **Apply by email:** send the course title, your preferred training method (Online, In-House or On-Campus Pretoria), the number of delegates and your preferred dates to [apply@aaticd.co.za](mailto:apply@aaticd.co.za) – our team will reply with a formal quotation.
3. **Apply by phone or WhatsApp:** call +27 12 004 8389 or WhatsApp +27 65 077 6310 and we will prepare your quotation and reserve your seats.
4. **Confirm your booking:** accept the quotation and settle the invoice. As soon as payment is confirmed your delegates are enrolled and receive their AATICD LMS login details by email, along with joining instructions for their chosen training method.

Group discounts apply automatically – the more delegates you enrol, the lower the price per delegate. No payment is required to request a quotation.

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