

Feedback with analysis

What is it? After collecting feedback from different project activities and from different participants (team members, collaborators, children, caregivers, pregnant women) you need to dedicate time to **make sense** of the information you collected. The received feedback can be in **different formats**, such as notes, photos, videos, quotes, interviews, evaluation forms, or informal feedback received through spontaneous conversations. Importantly, different team members may have been analysing different feedback, and may have had a **different experience** and understanding of the activities held. The most efficient way to get a shared understanding is to organise a “sense-making” workshop with your team, or a series of workshops - depending on the **amount and complexity** of information that you want to discuss.

How to use it? Gather your team in a **quiet space**, sit in a **circle** or around a table, and use a blackboard or wall that everyone can see. Before the meeting, the team members should have a chance to run a preliminary analysis of the collected information.





Workshop facilitator could use one or a few **diagrams** listed on the right - drawing them on a flipchart paper or blackboard. Diagrams could be used as a “**mapping system**” for the information that will be shared by team members during the workshop. Adjust them to the needs of your project and context.

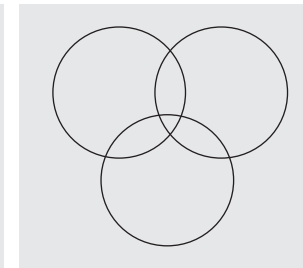
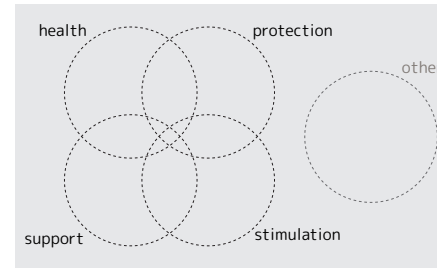
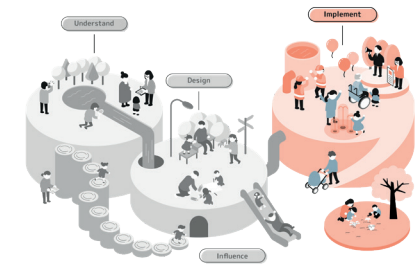
One by one, the team members **share** their understanding of the feedback received, ideally referring to the specific information in the collected material. They don't only share the facts/information but also their ideas, learnings and hunches. They write it on post-it notes or directly on paper/blackboard, so everyone can see. Ideally, they place the information in the diagram drawn by the facilitator. This will help with the sense-making of the data and ideas shared in the session.

When the next person shares their understanding and discovery, they relate it to the ideas and systems/patterns noticed by the team members that shared thoughts beforehand.

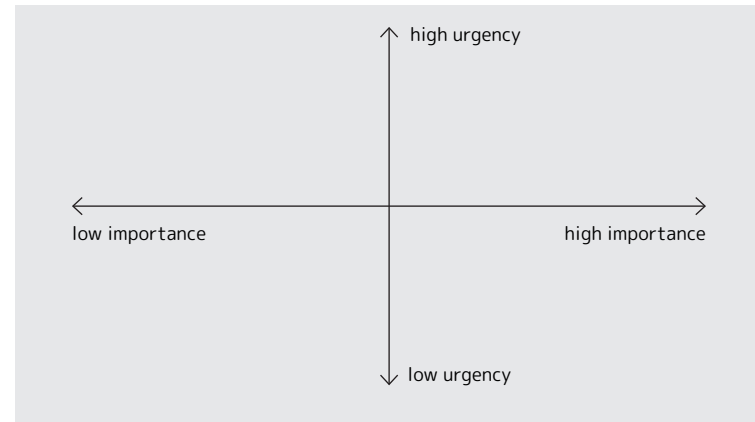
Towards the end of the workshop, relate your findings to the **Theory of Change** template in the *Understand phase*.

Keep in mind: These collective “sense-making” workshops should be run immediately after the feedback-gathering activities. This is when the memory is still fresh and impressions strong. Make sure to document these sessions and outputs.

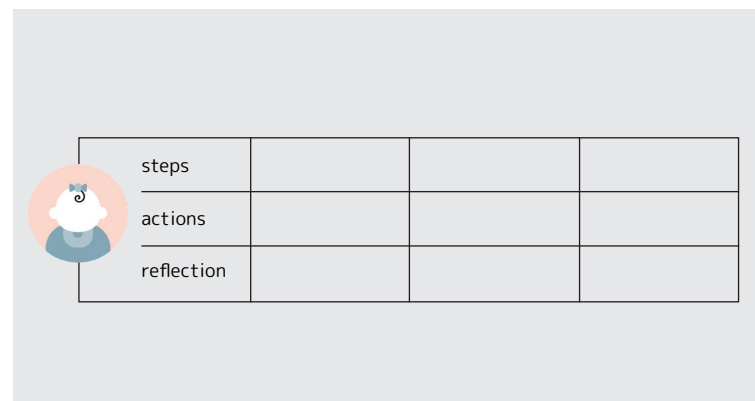
-  **Format**
workshop
-  **Group size**
small (core team)
-  **Time**
2-3 hours
-  **Facilitation experience**
high



venn diagram



two-by-two matrix



user journey