

Purpose: Creating a results structure

Who: Partner / UNICEF focal point

**When:** PD/SPD is in a development phase, the partnership focal person enters the results framework as part of the most important process of PD (Programme Document).

**Important:** Results Frameworks of PDs/SPD are integrated with the Partner Reporting Portal for CSO (Civil Society Organization) partner to report progress.

La Knowledge: The results structure of workplan informs us of "What," "How" and "Where" programme results will be achieved. The logical result framework includes the PD outputs, SMART (Specific, Measurable, Achievable, Relevant and Time bound) indicators with or without disaggregation, baselines, targets and means of verification by location and their linkage to country programme outputs and/or humanitarian response plan. Data entry in this section can be done by both UNICEF and CSO



## Programme document (PD) results architecture

**Step 1:** To create the results structure, go to the workplan tab in the ePD and navigate to the results structure section.

unicef like for every child



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\$	Settings	UGX	0%(0.00)	0%	0.00	0.00	0.00	0.00	0.00	UGX 0.00
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		Results Structure (0)     Combined view      Activities Editor     Total: UC				Editor III Total: UGX 0.00				
eToo	eTouls Community Channels Add CP Output									
<b>a</b>	Intelligence	There are no results	There are no results added.							

**Step 2:** The results structure offers three data entry and view settings. Select your preferred view.

- The Results view will permit data entry/view for only workplan results in logical structure
- The Budget view will permit data entry/view for only the workplan budget, and
- Combined view will permit data entry and view for all the results and budgets as a full workplan view.

✓ Results Structure (0)	Result view	Activities Editor
Add CP Output	Combined view	
There are no results added.	Budget view	

Note: The next steps will be performed using the results view in this guide.

**Step 3:** To add a Country Programme (CP) output and its related RAM (Results Assessment Module) indicators, Click the add "+" icon next to CP output, select the relevant CP output and its related indicators to this PD from drop down list. Click save.

Note: CSO partner cannot view or add CP output and RAM indicators as it is a UNICEF internal requirement.

✓ Results Structure (0)	Result view V
Add CP Output       There are no results added.	



Add CP Outp	ut	×
CP Output <b>*</b> —		•
RAM Indicators —	]	•
	CANCEL	SAVE

Step 4: To add the PD output, click the add icon "+" next to Programme Document outputs

Outputs are short statements that define products, services, and skills with a sense of achievement resulting from the intervention.

✓ Results Structure (0)	Result view 🗸 Activities Editor 🏢
Add CP Output	
Country Programme Output  1 - OUTPUT 1.1 MATERNAL NEONATAL HEALTH-[4380/A0/06/211/001]	<ul> <li>RAM indicators</li> <li>Health facilities providing life long ART for pregnant and b</li> <li>Number of health care providers trained on EmONC with UNICEF</li> </ul>
Programme Document Outputs	

#### Step 5: Enter the programme document output and select save

Add PD Output		×
PD Output Name * —		
	CANCEL	SAVE

Knowledge: An Indicator provides a simple and reliable means to measure the achievement of a planned output statement with the intention of gauging programme performance. It specifies what is to be measured along a scale or dimension. Indicators should be SMART (specific, measurable, achievable, relevant and time bound. Add pop up screen for text in yellow). Indicators can be quantitative or qualitative.

Quantitative indicators are represented by a number, percentage, or ratio while qualitative indicators seek the quality or perception, opinion, or levels of satisfaction. In ePD, qualitative indicators need to be transformed into quantitative for the purpose of true data measurement and comparison. Depending on the programme requirement and needs, indicators can be captured as count, ratio, or percentage.



**Step 6:** To add a PD indicator, check the add icon "+" next to Programme Document indicators and enter the required information in the pop-up window

<ul> <li>Results Structure (1)</li> </ul>				
Add CP Output				
Country Programme Output V 1 - OUTPUT 1.1 MATERNAL NEONATAL HEALTH-[4380/A0/06/211/001] 1 PD Output(s)				
Programme Document Outputs				
V PD Indicators (0)				

**Step 7:** Select the indicator calculation method. There are two types of calculation methods: **Quantity** (by default) and **Percent/Ratio** 

DETAILS	DISAGGREGATIONS(0)
Adolescen	t & Youth 👻
Type Qua	antity (#) O Percent/Ratio

 If you select type Quantity/scale, enter mandatory fields: Indicator name, target, and locations. Include the baseline and the means of verification. If baseline is not available then select "unknown," please note zero "0" is start of baseline which if different from unknown.

Baseline		
_		
Unknown		



 If you select Percent/Ratio, then you will need to select either Percentage or Ratio. The screen will change depending on the indicator type selected, filling all the mandatory fields.

Add Indicator				
DETAILS	DISAGGREGATIONS (0)			
Section * Child Survival and Development				
Type	Display Type			
O Quantity / S	Scale Percent/Ratio Percentage O Ratio			

• Fill in the **fields** taking note of the mandatory ones

Add Indicator		×
DETAILS	DISAGGREGATIONS (0)	<b>^</b>
Section * Child Survival an	d Development –	
Type Quantity	Scale 🔿 Percent/Ratio	
Indicator * —		. 1
Baseline -	Target * igh Frequency Humanitarian Indicator	
Means of Verifica	tion	
Locations * 	ADD ALL	-
	CANCEL	SAVE

• **Turn on for High** Frequency Humanitarian Indicator **toggle** when the indicator contributes to humanitarian response and more frequent progress, reports are required than standard quarterly reports.



Add Indicator	×
DETAILS DISAGGREGATIONS (0)	<b>A</b>
Section * Child Survival and Development	
Type Display Type O Quantity / Scale  Percent/Ratio Percentage Ratio	
Indicator * Numerator criteria are the processes or outcomes expected for each patient, procedure, or other unit of measu Numerator Label Denominator Label	
Baseline Target *	
Means of Verification	
CANCEL SA	/E

Knowledge: The numerator is the outcome unit of measurement against a denominator value. It indicates the achievement **over a period against a fixed** denominator. The Denominator is the population from which the numerator was derived.

For percentage indicator, the programme focal person is required to fill in the numerator and denominator labels e.g., students in classroom.

For ratio indicators, fill in the numerator and denominator labels along with base line and target which are required to achieve and report during implementation.



Add Indicator	×
DETAILS DISAGGREGATIONS (0)	4
Section • Child Survival and Development •	
Type Display Type O Quantity / Scale  Percent/Ratio Percentage Ratio	
Indicator • Numerator criteria are the processes or outcomes expected for each patient, procedure, or other unit of measu	
Numerator Label Denominator Label —	
Baseline Target * High Frequency Humanitarian Indicator	
Means of Verification	
	*
CANCEL SA	VE

Step 8: Select the disaggregation if any.

To add a disaggregation, select add disaggregation, from the drop down select the relevant disaggregation

Construction of programme intervention indicators enables UNICEF and partners to track results and ensure that all groups, including vulnerable populations, are reached. Relevant disaggregation categories might include sex, age, social characteristics, geography, etc.

Disaggregation categories selected for a programme intervention appear at the time of partner progress reporting.

A maximum of 3 disaggregation should be entered per indicator. However, these need first to be defined by UNICEF PME (Planning, Monitoring & Evaluation) in "Settings" tab in eTools



Add Indicator			×		
DETAILS	DISAGGREGATIONS (0)				
If disaggregation groups that you need are not pre-defined yet, you can create them here.					
There are no disaggregations added.					
ADD DISAGGREGATION ()					
		CANCEL	SAVE		

Add Indicator		×
DETAILS DISAGGREGATIONS (1)		
If disaggregation groups that you need are not pre-defined yet, you can create them <b>here</b> .		
ADD DISAGGREGATION ()		
	CANCEL	SAVE

#### Step 9: select save.

Repeat the action for adding more indicators for an output.