

Module 2: Baseline Assessment
SESSION 15: FIELD TESTING AND INTERVIEW PRACTICE

FACILITATOR NOTES

Presentation	None
Handouts	<ul style="list-style-type: none">• <i>Interview Form 3 – Community level interview form</i>• <i>Interview Form 4 – Wealth group interview form</i>• <i>H2.15 Handout – Kilocalorie Table</i>
Extras	Calculators
Time	All day

Purpose and content

- To enable participants to practise interviewing skills in a real field situation and to analyse information from an individual interview
- To field test the forms for interviews with community leaders and household representatives

Objectives

By the end of this session, participants should be able to:

- Carry out HEA baseline interviews with community leaders and with household representatives of wealth groups with more confidence and with an improved ability to ask the right questions in the right way, to cross check and to otherwise ensure data quality

When to run this session

This is Session 15 in the Baseline Assessment Training Module. Participants have to use the skills and knowledge acquired in all the preceding training sessions.

Handouts

- *Interview Form 3 – Community level interview form*
- *Interview Form 4 – Wealth group interview form*
- Livelihoods Field Handbook (if possible) or the Kilocalorie Table in *H2.15 Handout – Kilocalorie Table*.
- You will also need calculators, one for each pair (or three) of participants.

Key learning points

Participants are putting into practice all the knowledge and understanding they have built up over the previous training sessions. This session is long and tiring, but is one of the most important in the Baseline Training Module. Participants will truly be ‘learning by doing’.

Session plan

Session plan summary		
<i>Activity</i>	<i>Methodology</i>	<i>Timing</i>
1. Interview with community leaders in the field	Interviews in the field in pairs or threes	2 - 3 hours
2. Interview with household representatives	Interviews in the field in pairs or threes	2 - 3 hours
3. Review of field interviews (the following morning)	Plenary discussion	1½ - 2 hours
Total		1 day plus 1½ - 2 hours the following morning

PREPARATION

Certain things need to be organised about a week prior to this session. These include:

- Organising which villages will be visited
- Obtaining permission to visit villages from local officials
- Arranging for translators

ACTIVITIES 1 AND 2: INTERVIEWS IN THE FIELD

(ALL DAY)

Participants should if possible be divided into pairs (or threes) for the interviews. How you organise participants and villages depends on local circumstances, such as the proximity of local villages and the number of people in the group. For example, 16 participants could be divided between two villages, allowing four interviews with household representatives to take place in each village.

When pairing participants, try and pair stronger participants with weaker ones so that each pair has a chance of conducting a reasonable interview.

In each village, participants should start by conducting an interview with the community leaders using Interview Form 3. This will mean that about eight participants will be present in the interview. Decide with the group beforehand how the interview will be conducted – i.e. who will lead with the questions, who will record and at what point others can ask follow-up questions.

At the end of the community level interview, the community leaders will identify representatives of households from different wealth groups. Organise participants such that each pair has responsibility for one interview. Make sure everyone knows when and where the household representative interviews will take place.

ACTIVITY 3: REVIEW OF FIELD INTERVIEWS

(1½ - 2 HOURS)

It is important that some time is allocated after these practice interviews to review how they went. This is best done the following morning, when everyone has had a chance to rest.

In the follow-up session the next morning, discuss how the interviews went and ask participants what they learned. Questions to lead that discussion are suggested below.

Questions to lead review of practice field interviews

- Did you have difficulty finding community leaders for the first interview at village level? If so, what could be done to make this easier?
- How did you introduce yourselves and do you think this went well?
- Did you find any sections of the community leader interview form difficult or confusing? How could they be clarified?
- Did you think that the wealth breakdown was realistic? What strategies could be employed to avoid exaggeration (if this was a problem)?
- How long did you have to wait for the community leaders to organise the household representatives for each wealth group?
- Do you think that the people who were selected were genuinely from the wealth group they were supposed to be representing? If not, what can we do to improve this in future?
- How long did the household representatives interview take?
- Were you able to do the calculations during the interview? Did you use the cheat sheet to help you with the calculations? Did the interview add up? If not, what can we do to improve this in future?