



# Actionable Evaluation Basics: Getting succinct answers to the most important questions [minibook]

*E. Jane Davidson*

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Avoid getting lost in indicators, measures, and analysis methods; use this guide to get clear, well-reasoned, insightful answers to your most important questions about quality and value. Great tips for reporting that is succinct and straight-to-the-point without falling into the trap of oversimplification. This easy-to-read, informative minibook provides an overview of the six elements essential for actionable evaluation, as covered in Dr. Jane Davidson's popular workshops on Actionable Evaluation: (1) a clear purpose for the evaluation; (2) the right stakeholder engagement strategy; (3) important, big picture evaluation questions to guide the whole evaluation; (4) well-reasoned answers to the big picture questions; (5) succinct, straight to the point reporting that doesn't get lost in the details; and (6) answers and insights that are actionable.

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