

## 5.2 Sphere Evolution and Evaluation

Trainer's Note

### *Session at a Glance:*

Content	Activity	Time
1 Introduction	Brief Oral Presentation	5 minutes
2 Sphere project Evolution	Short presentation with OHs and open discussion	25 minutes
3 Workshop Evaluation	Individual Workshop evaluation	30 minutes
4 Workshop closing	Brief Oral Summary of Workshop and distribution of certificates/electronic documentation	30 minutes
<b>Total Session Time: 90 minutes</b>		

**Required Materials:** Blank workshop evaluation forms, Session 5.2 OH set, blank flipcharts, CDs copied with electronic materials for distribution.

### **Trainer's Notes:**

The evaluation form should be included in the participant's background information packet from the beginning, so should require too much time to complete in this session.

#### **1. Introduction**

Explain that this final session serves two purposes:

1. To quickly review the evolution of the Sphere project and ongoing revision process
2. To evaluate both the Sphere material as well as this workshop.

#### **2. Sphere Project Evolution**

Remind everyone of the first session that described the process that generated the Sphere project. Recall the failure of the Rwanda response and the widely felt need to coordinate better and to improve standards of humanitarian service. Remind the group of the wide interagency process that was carried out to arrive at the current Sphere document and the recent push from several organizations to institutionalize and use Sphere on a global basis in their programs.

Explain that the process is still ongoing. The 2004 (orange) Edition has incorporated many changes that came from discussions about the previous (blue) edition. Revisions are constantly being discussed and considered, and a new edition should be published by the end of 2008 or the early part of 2009 (verify the standing of the current revision schedule with the Sphere Project staff to be sure of latest developments).

Use the prepared OH about the participants' evaluation of the Sphere initiative to prompt an open discussion about the project and the current result - the "Humanitarian Charter and Minimum Standards in Disaster Response" text. Use flip charts to capture "strengths" on one and "weaknesses" or limitations on the other. Call on every participant to supply at least one point to the charts (they may simply agree with an already existing point - in which case their agreement should be noted with a checkmark against the comment they cite).

### **3. Workshop Evaluation**

Use the second part of the OH, after participants have evaluated the Sphere project, as a prompt to evaluate this workshop. Ask everyone to fill out the evaluation forms first, then to hand them in. After all of the forms are in, you may choose to have each participant remark on one strength and one weakness of the workshop, and record these on flipcharts.

### **4. Workshop Closing**

Summarize the result of the plenary evaluation; recall the beginning of the week when people really did not know what was actually inside the Sphere text. Ask participants to hold up their Sphere books. Look for the most tabbed well-thumbed copy (you may want to award a prize for the most "lived-in-looking" book at this point

Distribute certificates and electronic media that have been prepared for the participants. Thank everyone and ask them to actually use what they have learned.