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| International School on Research Impact Assessment – Doha 2015 |
| Research Impact Assessment Plan |
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**RIA Plan - Record**

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| Version | Date | Author(s) | Description of Changes |
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| **NAME OF PROGRAMME ASSESSED**  [Name of the Organisation(s) Responsible for the Programme]  [Version (Date)]  **Authored by:**  [Name(s), Position Title, Organisation, Contact Information]  **Requested by:**  [Name(s), Position Title, Organisation] |

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# Pillar 1: Know your RIA Foundation

## 1.1 Assessment Context

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| **Briefly describe the programme, including its context *(See RIA Plan guidelines)*** |
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## 1.2 Possible Framework(s)

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| **Identify possible framework(s) that would outfit the programme context.** |
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## 1.3 Assessment Characteristics

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| **Describe the programme’s population, timeframe, special conditions.** |
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# PILLAR 2: Assessment Purpose

## 2.1 Identify Stakeholders and their needs

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| **Identify all stakeholders who will be the primary users of the assessment.** **Identify other stakeholders with key interests. It is important to consider all stakeholders, not only the direct “customers” for your RIA.  *(See RIA Plan guidelines)*** |
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## 2.2 Assessment Purpose(s) for Each Stakeholder

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| **Analyse stakeholders’ perspectives and needs** |
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## 2.3 Assessment Questions

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| **Ask the right assessment questions *(See RIA Plan guidelines)*** |
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# PILLAR 3: Define Methodology & Success Indicators

## 3.1 Programme Theory & Methodology

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| **Describe the programme theory including all related factors, data collection, data analysis and management. Identify the suitable methodology(ies) for your RIA plan.** |
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## 3.2 Define Success Indicators

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| **Define a set of key indicators for each assessment question of your programme and interpret your RIA plan results** |
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# PILLAR 4: Communicate RIA Findings

## 4.1 Communication strategy

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| **Develop your communication strategy and formats; identify the receivers as well as their possible perception of the RIA plan results. Identify the delivery mode and the risk of miscommunication. *(See RIA Plan guidelines)*** |
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## 4.2 Future development

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| **Identify potential future development of the assessment findings, as appropriate. Plan as to how to communicate it including specific timelines, frequencies, target audience, etc.** |
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# PILLAR 5: Manage your Assessment

## 5.1 Implementation plan- Resources management

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| **Describe how the plan will be implemented and managed considering available resources, potential risks and associated mitigation strategies. *(See RIA Plan guidelines)*** |
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# PILLAR 6: Perfect your Assessment

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| **Review your Entire RIA plan, ensure the logic flow of steps, methodology, and ensure the correct interpretation of findings and adequacy of communication model. Identify the shortcomings of your RIA and plans of enhancement, frequency, etc.** |
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