



10 tips to make a good use of the ESS

5 March 2021

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1

What evaluation for what purpose?
Just one question for you before you start,
but oh so important!



2

Meeting with the ESS before the ToRs drafting

- What are the priorities of your evaluation?
- Is your evaluation feasible?
- How, by what means, when?
- What dissemination objectives?



You develop your draft ToR



4

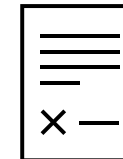
Share your ToRs with the ESS for an analysis (recommendations, suggestions ...)

We will get back to you within 4 business days, but ... give yourself time to finalize and allow for the possibility of a second interaction!



5

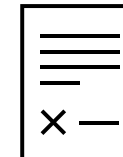
Request for services,
evaluation of offers,
contracting (the ESS does not
intervene).

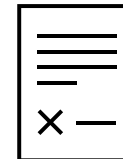




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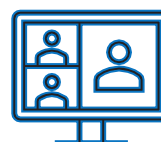
Finally your team is at work,
congratulations. Don't forget to share with
ESS the inception report for an analysis of
the methodology: is it appropriate for
your evaluation and feasible?

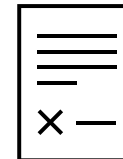




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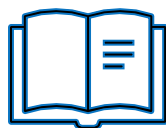
A methodological doubt at any point in your evaluation? Call the ESS, a few minutes of discussion can help.





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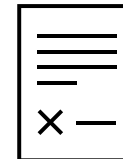
Finally the final report! Share it with ESS for in-depth analysis.



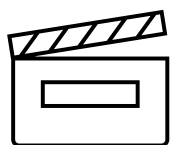


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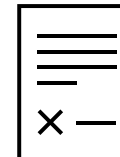
An opinion on the quality of the results dissemination products (videos, infographics, etc.)? Share them with ESS.

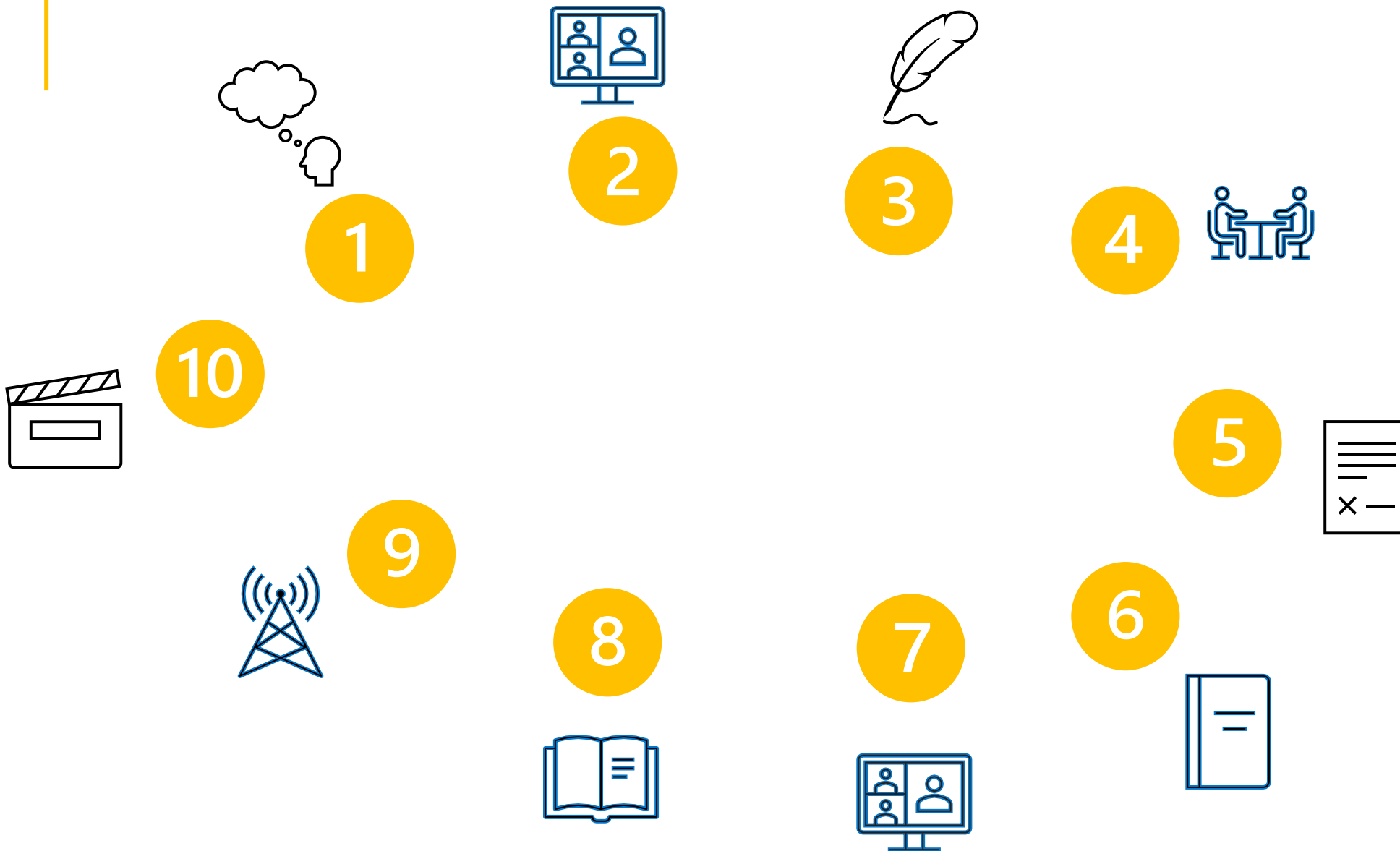


10



And now it is time to act on the results of the assessment. The support you obtained in previous phases helped you create the conditions for reliable conclusions and recommendations.





4 life jackets



To contact the ESS: helpdesk@evaluationsupport.eu

Simple requests? We get back to you within 2 days.

Complex requests (ToR reviews, reports, methodological analysis)? In 4 days



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Follow our webinars, get registered on INTPA Academy

<https://webgate.ec.europa.eu/intpa-academy/mod/page/view.php?id=792>



IT problems?

Not the ESS, rather INTPA Support Services INTPA-SUPPORT-SERVICES@ec.europa.eu

Thanks



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