

TOPIC  
N°2AN ANALYSIS PLAN TO SUPPORT  
DATA QUALITY

This is an overview of all the good practices and the ones to avoid, in terms of analysis plan (that are feasible with the usual field constraints). When should you have it ready? What balance should you take in terms of methods of data collection (between qualitative and quantitative methods)?



## DO'S

- Draw up an analysis plan prior to data collection
- Templates should be adapted to the context or the project
- Systematically discuss survey objectives
- Clarify expected outcomes: what is the information and the intended use of it ?
- Involve technical, operations, and MEAL specialists in developing the analysis plan
- Formalise these discussions
- Identify the analysis tool (software) to be used
- Include preferred data visualisation in the plan
- Prioritise or organise the questions according to the indicators to determine any gaps or excess questions to generate the desired analysis
- Clarify any disaggregation required in the analysis
- Challenge questionnaire's formulations/approaches via the analysis plan to integrate the point of view of affected populations;
- Challenge the quantity of information collected to minimise them
- Train teams on the data analysis plan



## DON'TS

- Copy and paste the analysis plan from past surveys / tools or questionnaires to reuse past practices without questioning them
- Start the analysis without relying on the plan