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D-VETYA PROJECT

Monitoring & Evaluation System User Manual, Video Training

Project Deliverable: 7

Deliverable Description Sheet

Deliverable: D7 Monitoring & Evaluation System – User Manual, Video Training

Due Date: Month 20 (31st August 2024)

Actual Completion Date: 28-08-2024

Work Package Concerned: WP 4 – Improvement of the Young Africa Monitoring & Evaluation System

Deliverable Type: R - Report

Dissemination Level: The **Training Manual** is freely available at these links.

PU – Public (shared on project websites – <https://serve.ie/digital-vet-youngafrica/> and <https://youngafrica.org/en/project/digital-vocational-education-and-training-for-young-africans/>)

The **Training Videos** are referred to in this document are freely available at the Young Africa YouTube Channel -

<https://www.youtube.com/playlist?list=PLxa0t5XwsCqy6Cyga9FZ0kkekudxYMIE8>

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1. BACKGROUND

The Digital VET for Young Africans (D-VETYA) project will be implemented by SERVE and Young Africa (YA). The project timeframe is January 2023 to December 2024. SERVE is an international development NGO based in Ireland. YA are a federation of independent NGOs and includes YA International Netherlands, YA International Africa Hub Trust (Zimbabwe), YA Zimbabwe, YA Mozambique, YA Zambia and YA Namibia. YA have a dissemination network with 23 organisations across 11 African countries whereby it shares successful models of its work. YA provide holistic and accredited VET to marginalised youth through 6-12 month training courses in 46 disciplines, life skills, entrepreneurship and ICT.

The objectives of the D-VETYA Project are (1) Coordinating implementation of the Project Workplan and achievement of Project Deliverables; (2) YA's eLearning Platform available for 8,150 disadvantaged youth across southern and Eastern Africa; (3) YA's Postgraduate Service Toolbox (PGST) contributes to a substantial increase in the percentage of YA graduates in employment; (4) 4 YA Affiliates and 23 dissemination partners using the PGST across Africa; (5) 2 new YA models (eLearning & PGST) integrated into YA MEL system and 73 YA and dissemination partner staff trained in MEL system leading to improved data driven performance; (6) Evaluate the impact, successes, challenges and lessons learned of the Project; and (7) Increase awareness about Digital VET in Africa amongst 50 policymakers and 3,500 members of the public in Ireland and the Netherlands.

There are five Work Packages – (1) Coordination and Management; (2) Development of the YA eLearning Platform; (3) Development of the YA Postgraduate Service Toolbox (4) Improvement of the YA Monitoring Evaluation and Learning System; (5) Impact and Dissemination. SERVE is the Coordinator, YA International (YA NL and YA Hub) are Beneficiaries, and the four YA Affiliates are Affiliated Entities. YA's dissemination network will also benefit.

2. SUMMARY OF MEL SYSTEM

The Young Africa eLearning Platform is available at <https://yaelearning.org/>. The Monitoring & Evaluation and Learning (MEL) requirements of Young Africa have been integrated into the eLearning Platform, to boost data driven performance across the YA network.

The work has been completed by Spur Technologies in Uganda (<https://spurtechnologies.com>) who are developing the eLearning Platform. The MEL System is outlined in detail in the report on Deliverable 8 (also available at the project webpages above). In summary, the system is designed to provide Young Africa with highly customisable performance data at (i) system level; (ii) individual Learner Level; and (iii) individual evaluation and feedback related to the training programme.

3. REPORT STRUCTURE

This report is structured as follows:

- Section 4 is the MEL System Manual as developed by Spur Technologies. They are also creating an online training course based on the Platform M & E Manual, that will be used for training current and future MEL officers at YA and dissemination partners on how to access and extract information from the platform. *Personal data (names & email addresses) are redacted.*
- Section 5 provides links to the training videos that are based on the Manual

4. MEL SYSTEM MANUAL (as developed by Spur Technologies)



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INTRODUCTION

In April 2023, Young Africa (YA) International contracted Spur Technologies Limited to develop an eLearning Platform for their TVET Programs. Spur Technologies has since developed the platform which can be found at: <https://yaelearning.org/>

The YA Team developed a shared several indicators/questions that they are interested in collecting through the eLearning platform. These included:

Part 1

1. Country
2. Centre

Options: i) YA Student - YA centre attached to

ii) Non YA student - YA centre or organisation linked to

- iii) Non YA student - Not linked to any YA centre or organisation
- 3. Student unique identifier (automatically generated)
- 4. Phone number
- 5. Email address
- 6. Highest level of education
- 7. Enrolled course
- 8. Start date

Part 2

Pre and post training survey for students taking the Life Skills course (mandatory)
B6-B9

Knowledge and Skills			
Question	Variable Type	Response Option	Answer
How do you perceive yourself on the following aspects today?			
B6. I am confident about my future	Select One	1. Totally agree 2. Somewhat agree 3. Neutral 4. Somewhat Disagree 5. Totally disagree	
How would you rate your knowledge, skills and confidence levels about the following topics			
B7. Ability to set personal goals	Select One	1. Very High 2. Average 3. Low	
B8. Ability to speak up on issues that matter to you as a young person	Select One	1. Very High 2. Average 3. Low	
B9. Ability to discuss topics such as sex and relationships	Select One	1. Very High 2. Average 3. Low	

Part 3

C5, C7 and C8

Economic Activity			
Question	Variable Type	Response Option	Answer
C5. At the time of enrolling at Young Africa, were you involved in any form of economic activity that earns you income?	Select One	1. Yes 2. No	

C7. What was/is your average monthly income?	Number	In local currency - Zimbabwe use USD	
C8. Overall, would you say you are/were economically independent at the time of enrolment?	Select One	1. Yes 2. No 3. I do not know	

***Part 1 and Part 3 are intended to be collected for all platform users and are collected at the point of registration the first time one is visiting the platform.

*Part 2 is collected for inside the Life Skills Course for all students who take Life Skills Course.

This document contains instructions and guidelines on how this information is collected through the platform and how it can be retrieved for use by Young Africa.

COLLECTING USER INFORMATION

1. Self-Registration/Registration on YA eLearning Platform

All the critical YA M&E Reporting indicators are collected when a new user is registering on the platform. The information is collected at this point in the platform user's life cycle to ensure that we have the same consistent information about all the users in the platform.

Below are the instruction on how one registers or is registered on the YA eLearning Platform:

When registering on the Young Africa (YA) eLearning platform, you will be required to provide the following personal information:

- Username*
- Password* (The password must have at least 8 characters, at least 1 digit(s), at least 1 lower case letter(s), at least 1 upper case letter(s), at least 1 special character(s) such as *, -, or #).
- First Name*
- Last Name*
- City/Town
- Country
- Guardian's First Name*
- Date of Birth* (DD/MM/YYYY)
- Gender* (Response options: Male/Female/Do not wish to disclose/Other)
- If other gender, specify:
- Telephone Number*

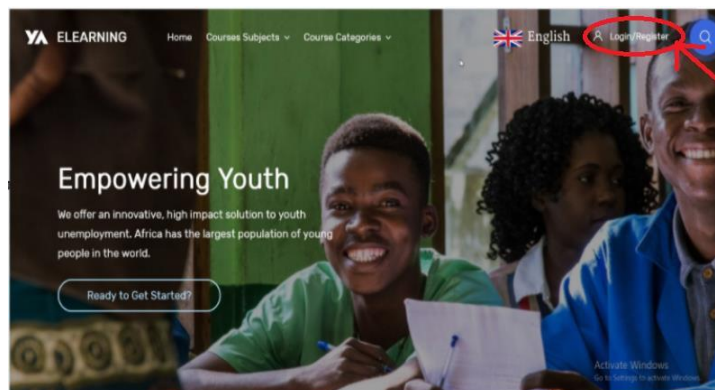
- Role* (Response options: YA Student – YA Center attached to/Non YA Student – YA Center or organization linked to/Non YA Student – not linked to any center or organization/Teacher/Trainer)
- If you select Non YA Student - YA centre or institution linked to, Please tell us institution you are attached to
- Disability* (Yes/No). If Yes, specify
- Highest level of education: Academic level*
- Employment status (Response options: Currently Employed by Someone else/Currently Self Employed/Currently Not Employed)*
- Economic Activity:
 - At the time of enrolling at Young Africa, were you involved in any form of economic activity that earns you income? (Response options: Yes/No)
 - What was/is your average monthly income?
 - Overall, would you say you are/were economically independent at the time of enrollment? (Response options: Yes/No/I don't know)
- Location: Skills Center attached to:
- If other is selected, please specify:
- Source of information about Young Africa* (If other, specify)

Note carefully: All information marked *, is a must requirement)

Self-Registration Process

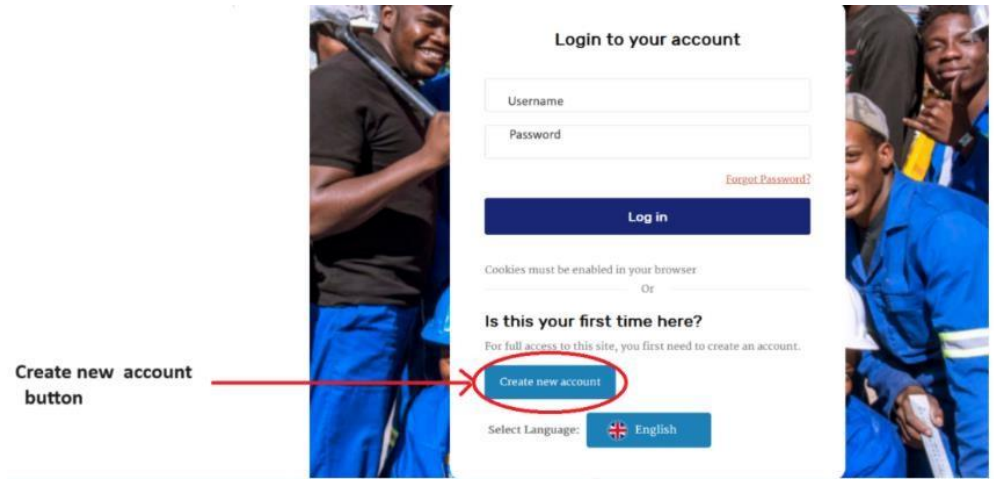
Step 1: Go to the YA eLearning platform home page (<https://yaelearning.org>).

Step 2: Click on the “**Login/Register**” link found in the top right corner of the home page



**Login/Register
link**

Step 3: Look for and click on the button that says “**Create new account**” on the login page.



Step 4: Fill out the registration form with your personal information including a username, password, a valid email address and other details as required.

New account
Have an account? [Login](#)

[Collapse all](#)

Username

The password must have at least 8 characters, at least 1 digit(s), at least 1 lower case letter(s), at least 1 upper case letter(s), at least 1 special character(s) such as *, -, or #

Password

Email address

Email (again)

Step 5: After completing filling out the form, click the “**Create my new account**” button.

Step 6: The YA eLearning platform requires email verification. A message will show on your screen that an email has been sent your email address which contains instructions to complete your registration.

An email should have been sent to your address at gerikakinda@gmail.com

It contains easy instructions to complete your registration.

If you continue to have difficulty, contact the site administrator.

Continue

Step 7: Check your mailbox for the confirmation message and click on the link provided to confirm your account.

From: Admin User (via eLearning) <noreply@yaelearning.org>
Date: Mon, Mar 11, 2024 at 3:09 PM
Subject: Digital Vocational Education and Training for Young Africans: account confirmation
To: geri kakinda <gerikakinda@gmail.com>

Hi,

A new account has been requested at 'Digital Vocational Education and Training for Young Africans' using your email address.

To confirm your new account, please go to this web address:

<https://yaelearning.org/login/confirm.php?data=E5kdT8xSIIF3G1N/gkakinda>

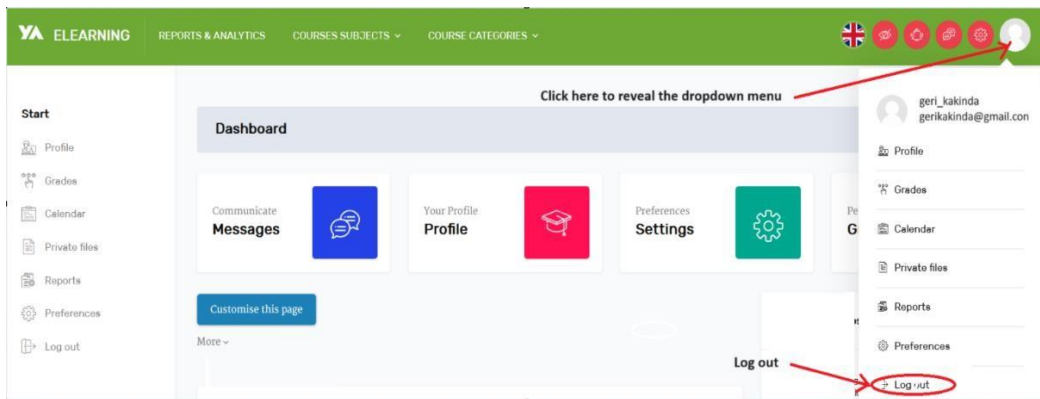
In most mail programs, this should appear as a blue link which you can just click on. If that doesn't work, then cut and paste the address into the address line at the top of your web browser window.

Confirmation link

If you need help, please contact the site administrator,

Admin User

Step 8: Once your new account is confirmed, you are automatically logged into the eLearning platform with the **Dashboard** as your landing page. Feel free to explore some of the features on the dashboard. At this point, you won't enter any courses as you have not yet been enrolled in any course. When done, log out of the platform.



Step 9: To enroll in any of the courses available on the YA eLearning platform, send an email to info@yaelearning.org. Ensure to include your first name, last name and the courses you want to be enrolled in.

Step 10: The eLearning platform administrator, will send you an email either requesting for additional information or indicating the courses you have been enrolled in. (This might take some time).

2. Collecting Course Participant Feedback

There are several ways in which we can collect participant in a course can provide feedback on a course that they have taken.

I. Course rating:

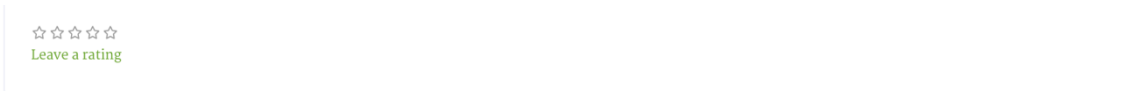
Below is a description on how to rate a course:

Step 1:

Open one of the courses, you are enrolled into on the YA eLearning Platform.

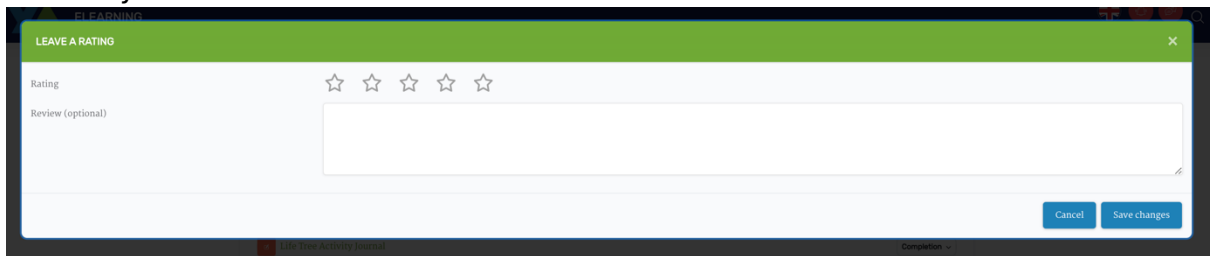
Step 2:

At the bottom of each course, we added a “Leave a rating” activity such that course participants can rate their experience using the course. See screenshot below:

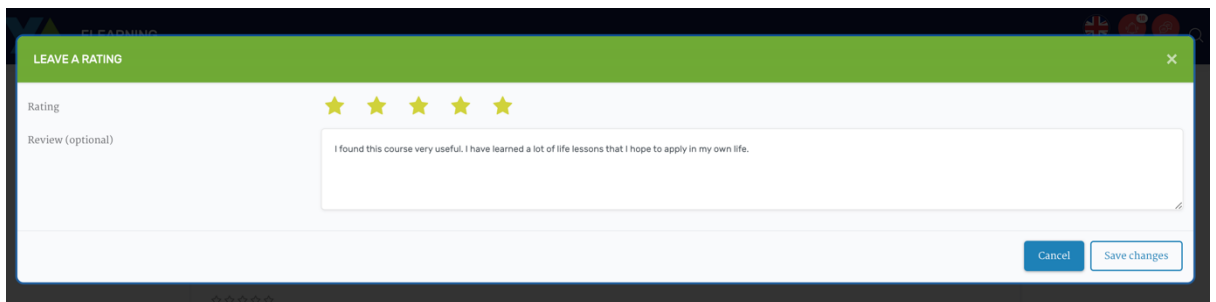


Step 3:

When the course participant clicks on it, it opens a dialogue box, where the participant can rate the course using the stars and then also write out a review to leave any comments behind. See the screenshot below:



Once the course participant is done rating the course and adding their comment, they can then click on “Save Changes”. See screenshot below:

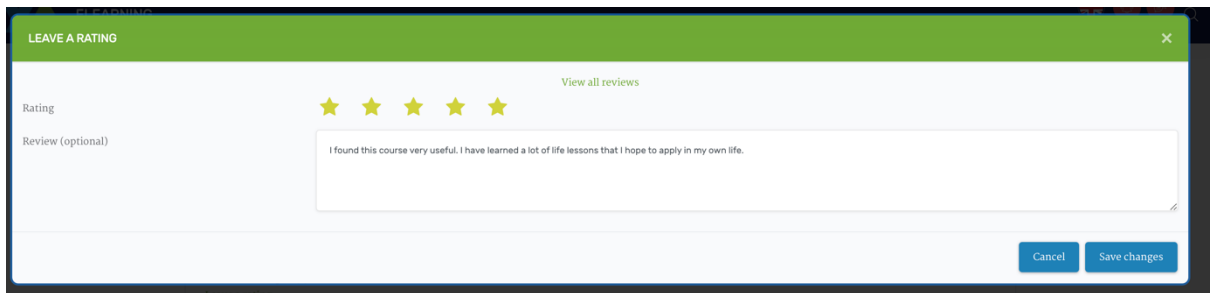


You can now see how the participant rated the course as it will now be reflected on the course participant’s page.

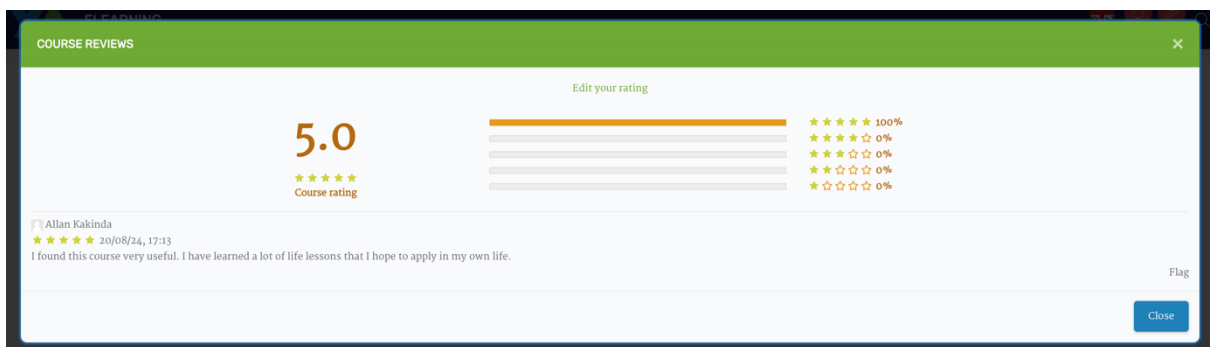


Step 4:

When you click on the rating i.e. the number or the comment in the bracket, you should be able to see the rating you made as it opens up in a dialogue box.



And you can click on “View all reviews” to see how everyone else has rated and reviewed the course.



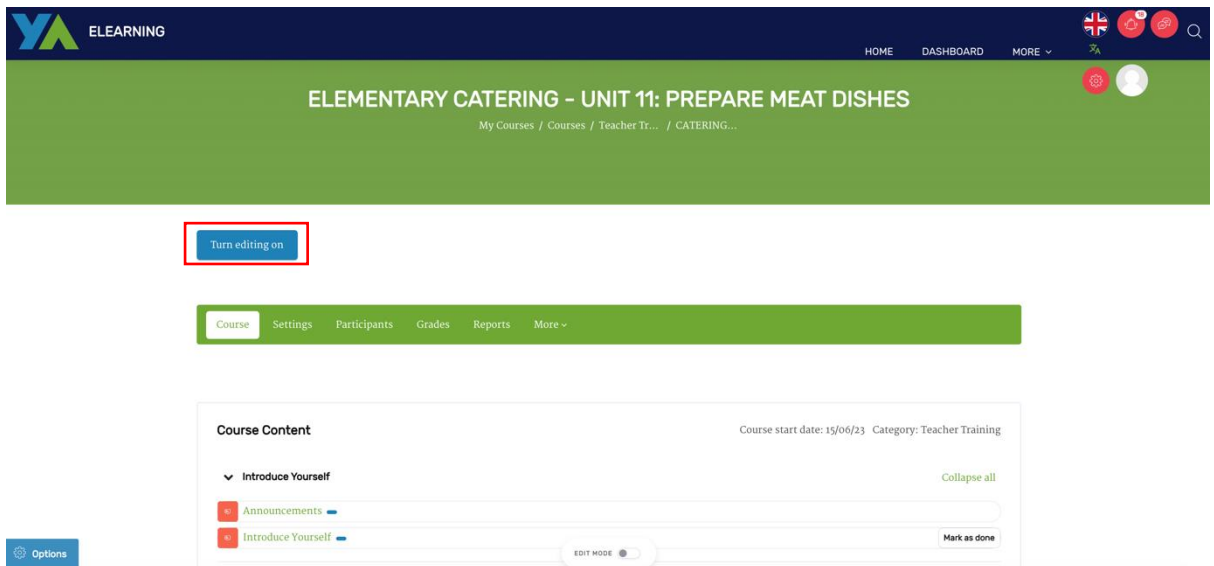
II. Surveys/Course Feedback Activity:

The second way to collect feedback or any information needed through designing a survey that can collect information from all course participants at a specific point within the course. A good example of this in the Life Skills Course where we have a pre-training and post training survey.

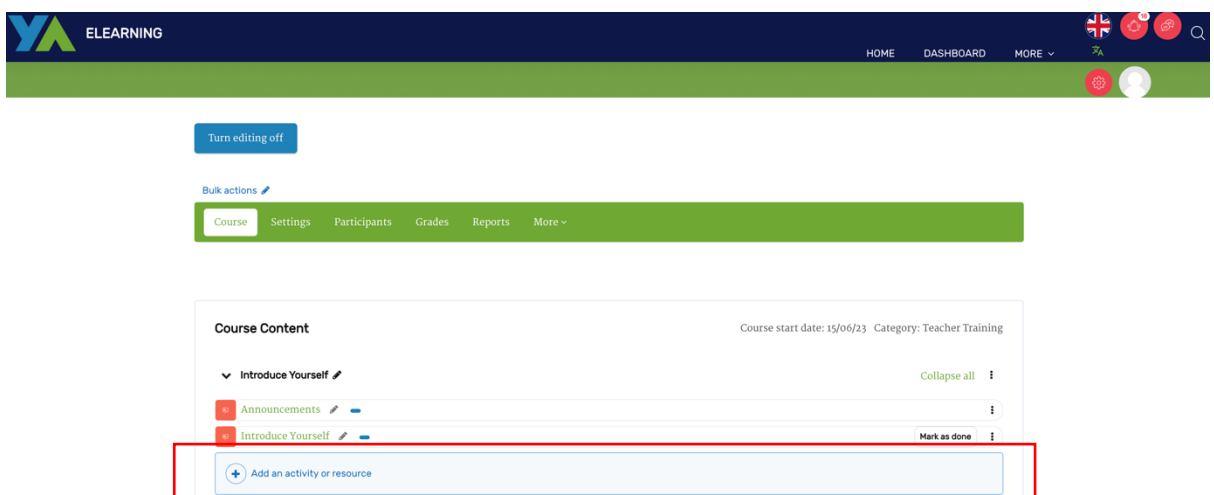
Adding the survey activity to the course

Please note that this activity can *ONLY* be performed by someone who is a *Manager* or *Administrator* on the platform.

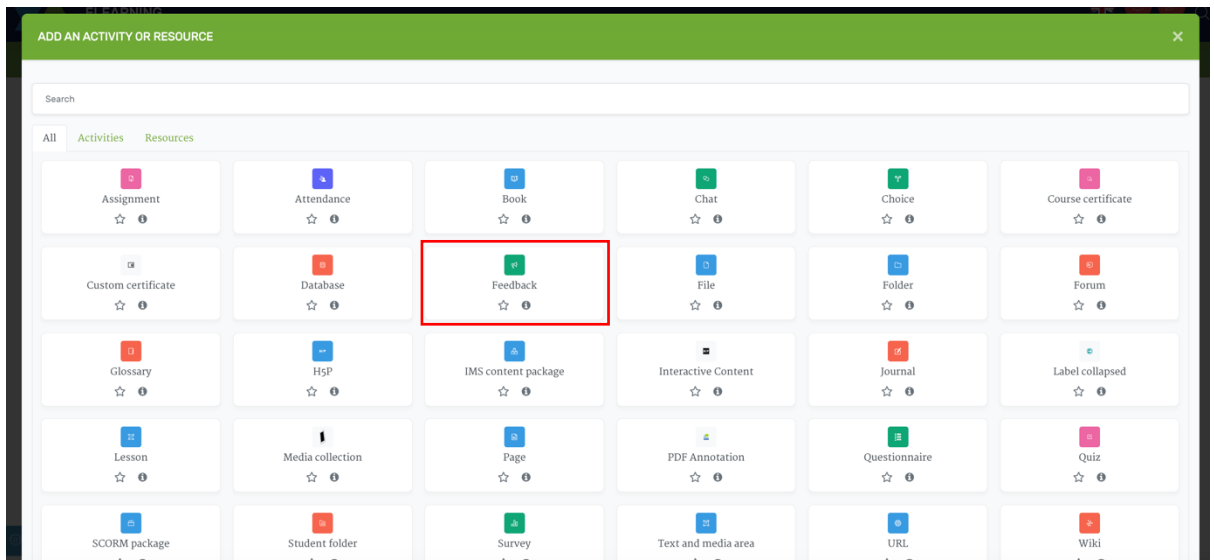
Step 1: Open the course for which you intend to add the survey to. Once the course is open, click on “Turn editing on” button at the top of the course.



Step 2: Navigate the course to the place where you would like to place the survey and click “Add an activity or resource”.



Step 3: A dialogue box will then open up with all the Moodle Activities and Resources that are currently enabled on the platform as shown below. Select the “Feedback” activity from the display.



Step 4: Once you click on the Feedback activity, an activity creation for for you to fill out.

Be sure to add the Title of the Survey under the **“Name”** section, e.g. Pre-Training Survey and a description of the survey under the **“Description”** section e.g. A survey to assess the participant knowledge of some life skills before they take the course. See examples of completed sections below:

In the section that follows you can edit the settings of the feedback survey to your suiting. Here is an explanation on some of the key settings to consider changing.

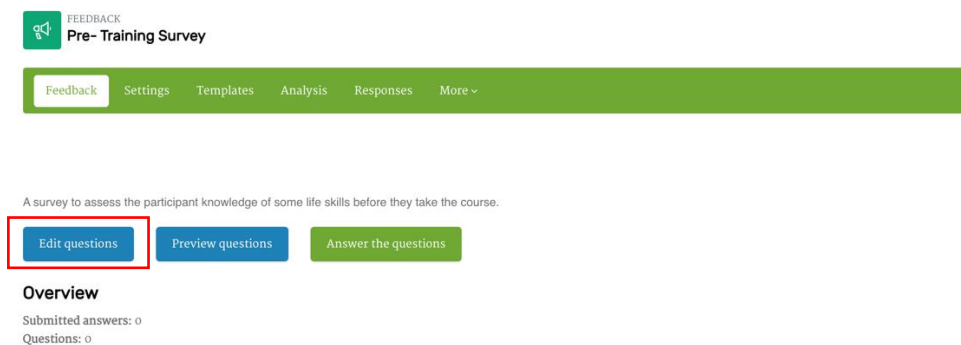
Under the:

- Availability – you set the dates for which the survey will be available to users.
- Question and submission settings – you can record usernames, enable multiple submissions, enable notification of submissions and enable auto numbering of questions.
- After submission – you can enable participants to see analysis of the feedback, add a completion message or add a link to the next activity.

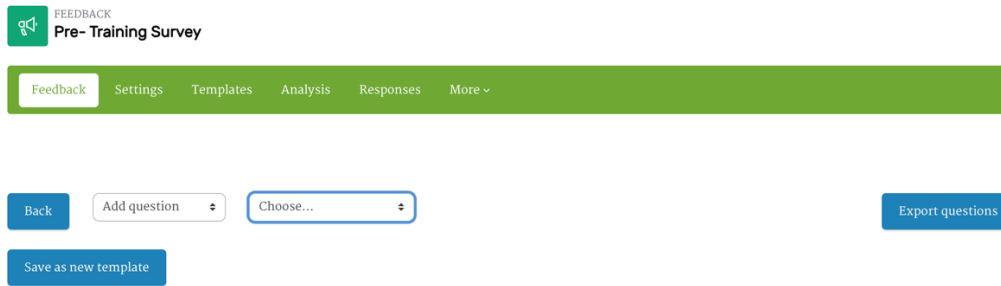
Once you are done completing the form, you can Click on “Save and display” to view the Feedback Activity such that you can add the questions.



Step 5: Once you save the survey, the Feedback Activity you just created will immediately launch for you add the questions. To add the questions, you will click on “Edit questions”

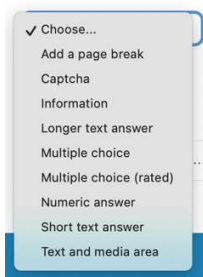


The question creation form will launch in order for you to add the questions.

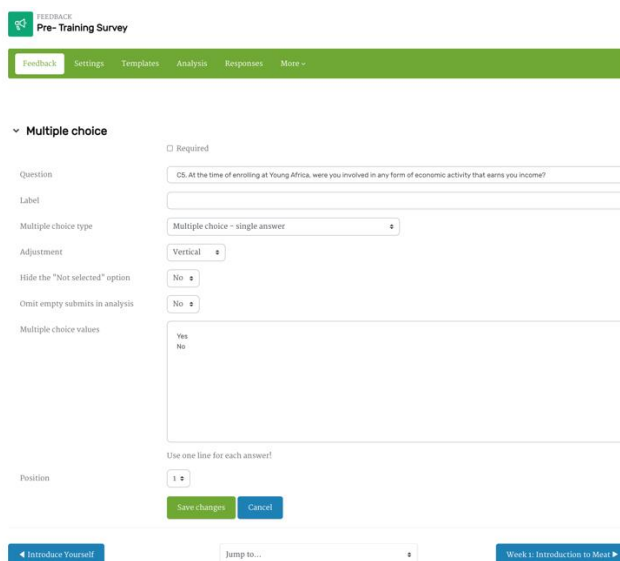


There are three ways of adding a question i.e. add question – for new questions you intend to add, use a template – for questions that you repeatedly use and have saved as a new template and import questions – for a survey you have created in another course that you want to import. These options can be found under the Add question drop down list above.

Additionally, there are several question types that can be added to the survey. See the drop-down list from the choose option screenshot below:

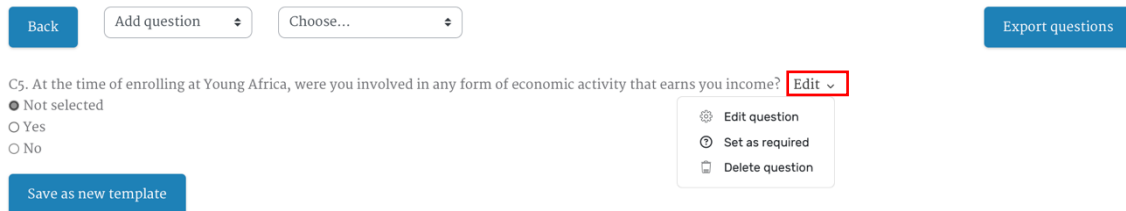


You can go ahead and choose the question type for the question you intend to add to the survey e.g. if we want to add the following question: *“C5. At the time of enrolling at Young Africa, were you involved in any form of economic activity that earns you income?”* Response options: Yes/No



Fill in the question form and Click on “Save changes” in order to add the question to the survey.

Step 6: Once the question have been saved, you can click on the “Edit” button in order to either edit it, set it as required or delete the question.



The screenshot shows a survey question editor interface. At the top, there are three buttons: "Back", "Add question" (with a dropdown arrow), and "Choose..." (with a dropdown arrow). On the right side, there is a blue button labeled "Export questions". Below these buttons, the question text reads: "C5. At the time of enrolling at Young Africa, were you involved in any form of economic activity that earns you income?". To the right of the question text is an "Edit" button with a dropdown arrow. Below the question text, there are three radio button options: "Not selected" (which is selected), "Yes", and "No". Below the radio buttons is a blue button labeled "Save as new template". To the right of the radio buttons, there is a dropdown menu with three options: "Edit question", "Set as required", and "Delete question".

Step 7: Repeat this process up to when you have entered all the questions you intend to add the survey and then you will be done with the survey creation process.

Viewing the survey/Taking the Survey

Once you are done creating the survey, it is ready for students/course participants to now take the survey.

Step 1: To take the survey, students would need to log into the course on <https://yaelearning.org/> with the survey e.g. the Life Skills Course here: <https://yaelearning.org/course/view.php?id=40>

Step 2: The activity will launch automatically sharing the Title and Description of the Survey. See screenshot below. They will need to click on the “**Answer the questions**” button for the survey to launch.



This is a mandatory survey for all students who are taking the Life Skills Course.



Step 3: Once the button above is clicked, the survey will launch for the course participant to complete and then click on the “**Submit your answers**” button for them to be able to submit their responses.

This is a mandatory survey for all students who are taking the Life Skills Course.

Mode: Anonymous

How do you perceive yourself on the following aspects today?

B6. I am confident about my future

- Not selected
- 1. Very High
- 2. Average
- 3. Low

How would you rate your knowledge, skills and confidence levels about the following topics

B7. Ability to set personal goals

- Not selected
- 1. Very High
- 2. Average
- 3. Low

B8. Ability to speak up on issues that matter to you as a young person

- Not selected
- 1. Very High
- 2. Average
- 3. Low

B9. Ability to discuss topics such as sex and relationships

- Not selected
- 1. Very High
- 2. Average
- 3. Low

Required

Submit your answers

Cancel

Viewing the survey results

Please note that this activity can **ONLY** be performed by someone who is a **Manager** or **Administrator** on the platform.

Step 1: To view the survey results, students would need to log into the course on <https://yaelearning.org/> with the survey e.g. the YA Online Capacity building Course here: <https://yaelearning.org/course/view.php?id=117>

Click on the **“Beginning of Course Survey: Young Africa (YA) eLearning Capacity Building Course”**

The screenshot shows the 'Course Content' page for a course. At the top right, it says 'Course start date: 1/03/24 Category: Teacher Training'. Below this is a 'General' section with a 'Collapse all' link. The list of items includes: 'Announcements', 'Forum Activity: Welcome to eLearning Course - Introduce Yourself' (with a 'Done' button), 'Beginning of Course Survey: Young Africa (YA) eLearning Capacity Building Course' (highlighted with a red box and a 'Done' button), 'Printable Beginning of Course Survey for Young Africa eLearning Capacity Building Course' (with a PDF icon), 'About this Young Africa (YA) eLearning Capacity Building Course' (with a 'To do' button), and 'Printable About the Young Africa eLearning Capacity Building Course' (with a PDF icon).

Step 2: When the survey launches ensure to click on “Analysis” tab, to launch the survey results.

✓ Done: Submit feedback

BEGINNING OF COURSE SURVEY

Welcome to the "Beginning of Course Survey" for the "Young Africa (YA) eLearning Capacity Building Course."
 This beginning of course survey is aimed at helping Spur Technologies (the designers of this course) and Young Africa get some insights into your prior knowledge and experience with eLearning platforms, your reasons for taking the course, what you think about eLearning for Technical and Vocational Education and Training (TVET), the specific knowledge and skills you expect to gain from this course, what you perceive as the biggest challenge in implementing eLearning in TVET and what you think are the success factors in implementing eLearning in TVET.

· Insight into your previous experience with eLearning platforms especially Moodle (as the YA eLearning platform uses Moodle), your role in TVET at Young Africa and your familiarity with eLearning in TVET will help Spur Technologies tailor the course content to suit your needs and experience.

· By understanding your reasons for enrolling in the course and what you hope to achieve, Spur Technologies can ensure that the course meets your professional development goals and enhances your knowledge and capacity to design and facilitate online TVET courses for your students.

· Your perceived challenges and success factors of implementing eLearning in TVET will help Young Africa to make strategic decisions about how best to support trainers and students for success of eLearning at Young Africa.

There are no right or wrong answers. Your responses will remain confidential and will be used solely for the purpose of improving the course content and enhancing the learning experience. Thanks in advance for your time and contributions. Your sincere input is crucial in making this course a success for everyone involved now and in future.

[Edit questions](#) [Preview questions](#)

Overview

Submitted answers: 15
 Questions: 18

Completion message

Thank you for completing the "Beginning of Course Survey. The insights you have shared will directly influence how we approach the course content and delivery. Our goal is to create a learning environment that supports your professional growth. Should you want to share additional thoughts as we move forward, please don't hesitate to reach out.

Thank you once again for your valuable feedback. Let's together make the course a great success.

Best regards
 Kakinda Daniel
 Lead facilitator
 Email: dkakinda@yahoo.com

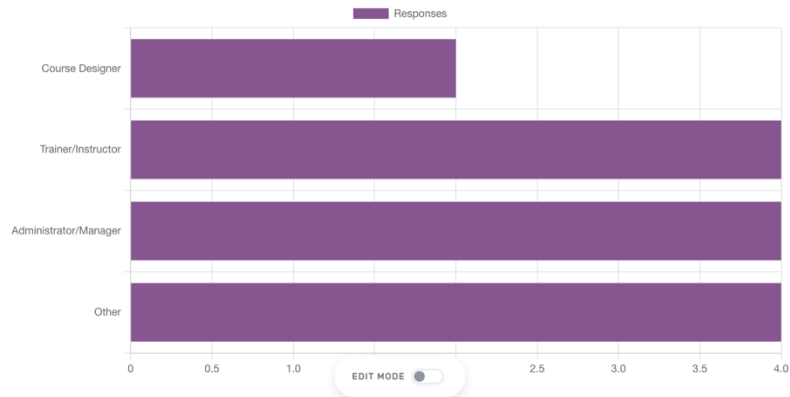
This will launch the results of the survey with all the responses that the participants have shared so far through the survey with an option to "Export to Excel" for further analysis.

Analysis

[Export to Excel](#)

Submitted answers: 15
 Questions: 18

1. What is your primary role in Technical and Vocational Education and Training (TVET) at Young Africa?



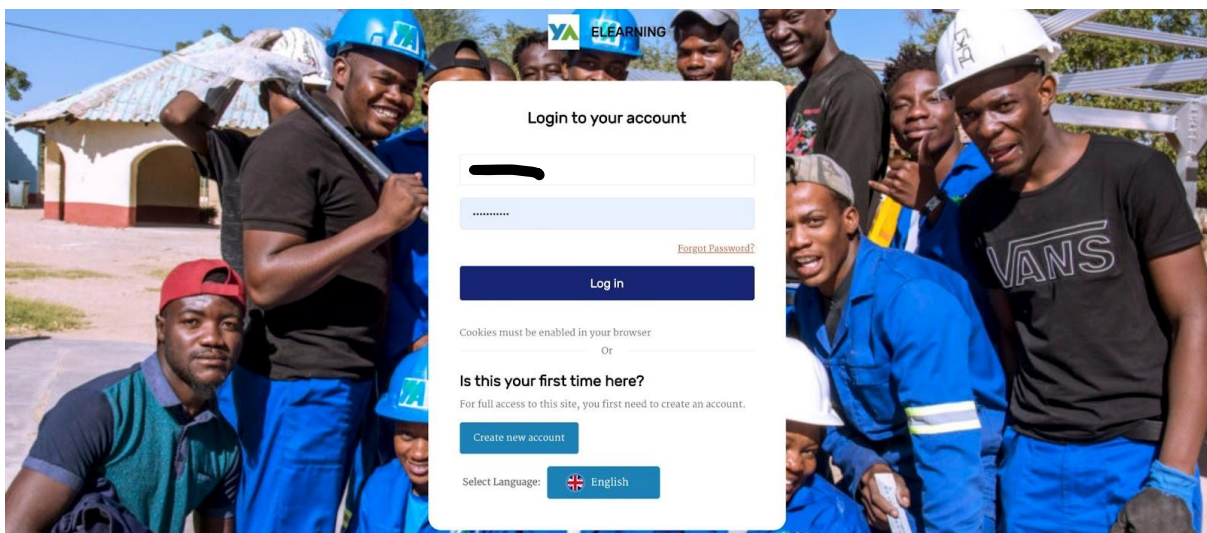
[Show chart data](#)

RETRIEVING INFORMATION FROM THE SYSTEM AND REPORTS

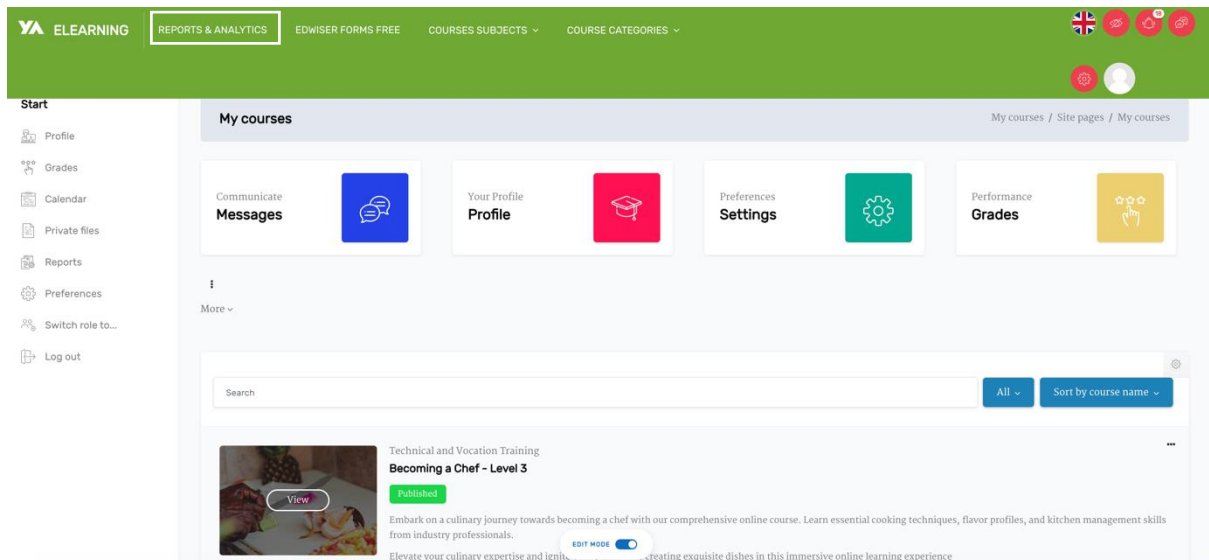
On registration, the platform collects a lot of data on the different indicators that YA management is interested in tracking for each student. Additionally, as the student/course participant enrolls and participates in several courses, the system keeps track of the different activities and tasks that they perform as they use the platform. In this section of the manual, we will learn about how to retrieve this information from the system such that we can generate the different reports that we need to compile for various purposes.

Please note that this activity can *ONLY* be performed by someone who is a *Manager* or *Administrator* on the platform.

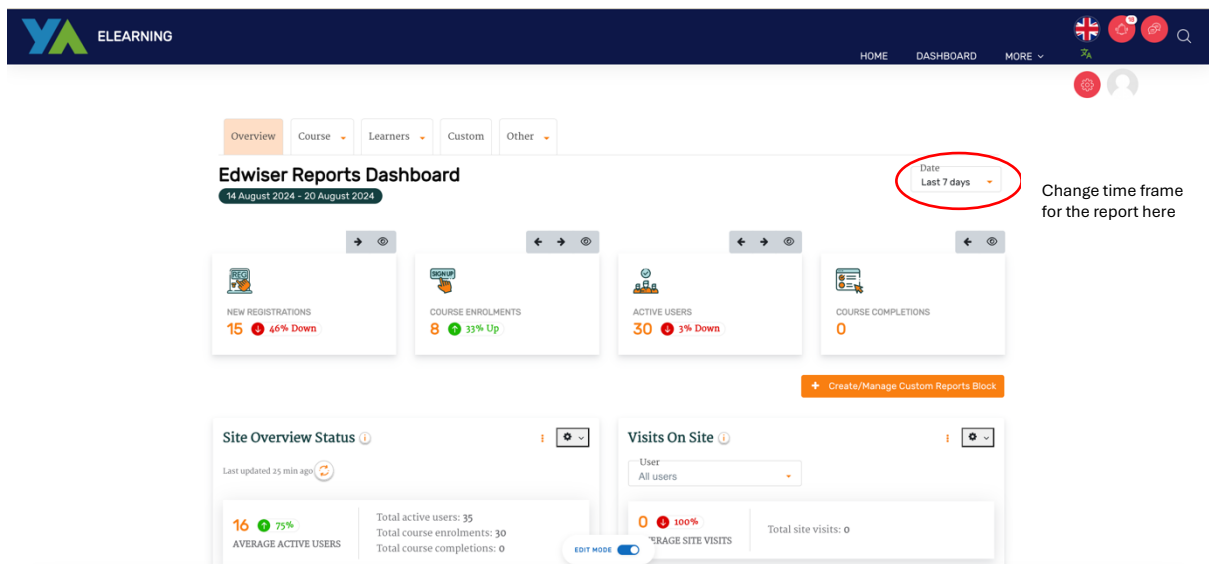
Step 1: Log into the YA eLearning Platform through this link: <https://yaelearning.org/>.



Step 2: Once you log in you should be able to view the dashboard showing all the courses you are currently enrolled in as seen in the screenshot below. On the platform menu, click on the “**REPORT AND ANALYTICS**” tab



Step 3: You now be able to see the platform dashboard with several key platform metrics as seen below:



Change time frame for the report here

The dashboard currently has 5 tabs with each able to generate different sets of information depending on the need.

- The **Overview** tab contains a snapshot of key information generated from the platform such as summaries of New User Registrations, New Course Enrolments, Active Platform users and Course Completions. These summaries are for a specific timeframe. The default period is the last 7 days but this can be changed to a specific time frame of interest depending on the information interests.
- The **Courses** tab contains all the information one needs to understand how the courses are performing such as the All-Courses Summary, the Course Activities Summary with details of the different activities and modules in each course, the Course Activity Completion Summary where you can view how activities are

being completed by course and the Course Completion report that shows the completion rates per course.

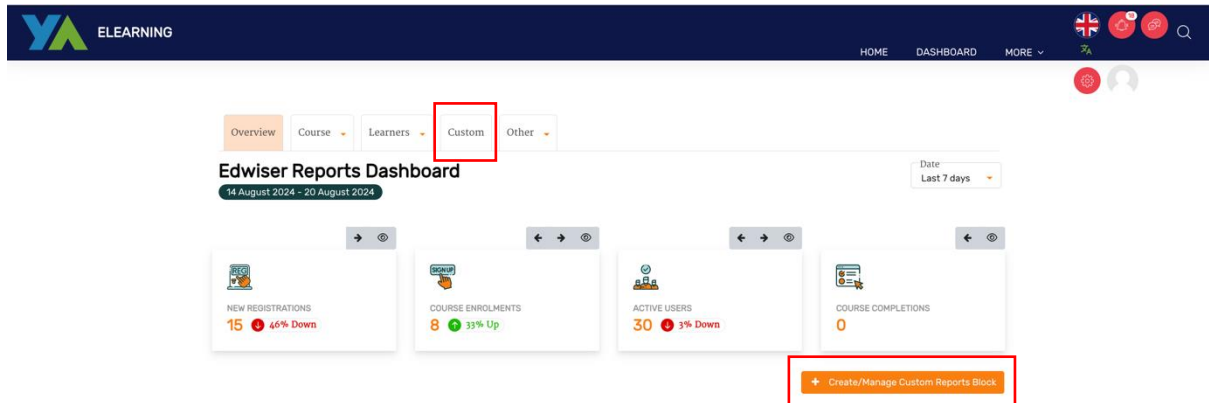
- The **Learners** tab contains all information one needs to understand how learners are performing on the platform such as All Learners Summary report, the Learners Course Progress where you can get an overview on each learner on the platform and finally the Learner Course Activities where you get an overview on how a learner is performing on the different activities per course.
- The **Custom tab** where one can create their own report based on their own information needs. In the section that follows provide some guidance on how one can run their own custom report on the platform.
- The **Other** tab where one can get the Site Overview Status report. This report is also based on a specific time period. The default time frame is the last 7 days, but the user can change to whatever time frame they are interested in and finally the Certificate Stats report for the number of certificates that have been issued to users who have completed their courses. The platform has capability to issue certificates to users.

On the next page are two full page screenshots of the Overview and All Course Summary Reports.

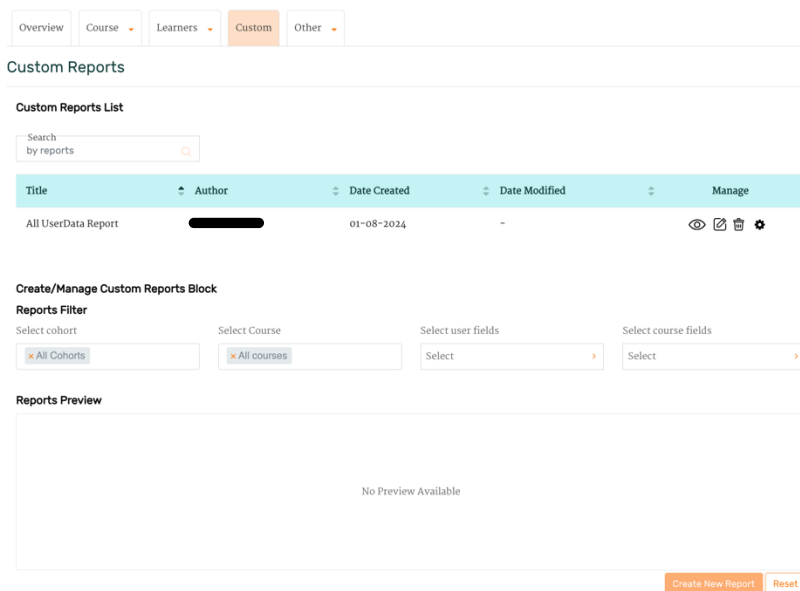
It is important to note that all these reports can be customized based on what YA information needs.

How to Create a Custom Report.

Step 1: To create a custom report, click on the “Custom” tab once the platform dashboard is open or Click on the “+ Create/Manage Custom Reports Block” button.

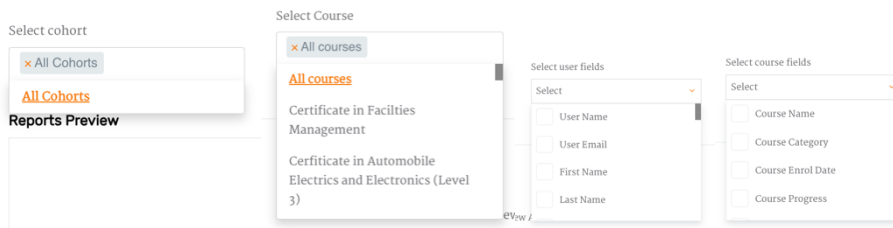


Step 2: Now with custom reports tab open, you should be able to see the custom reports that have been created by other users before e.g. All UserData Report generated by Allan Kakinda like in the Screenshot below.

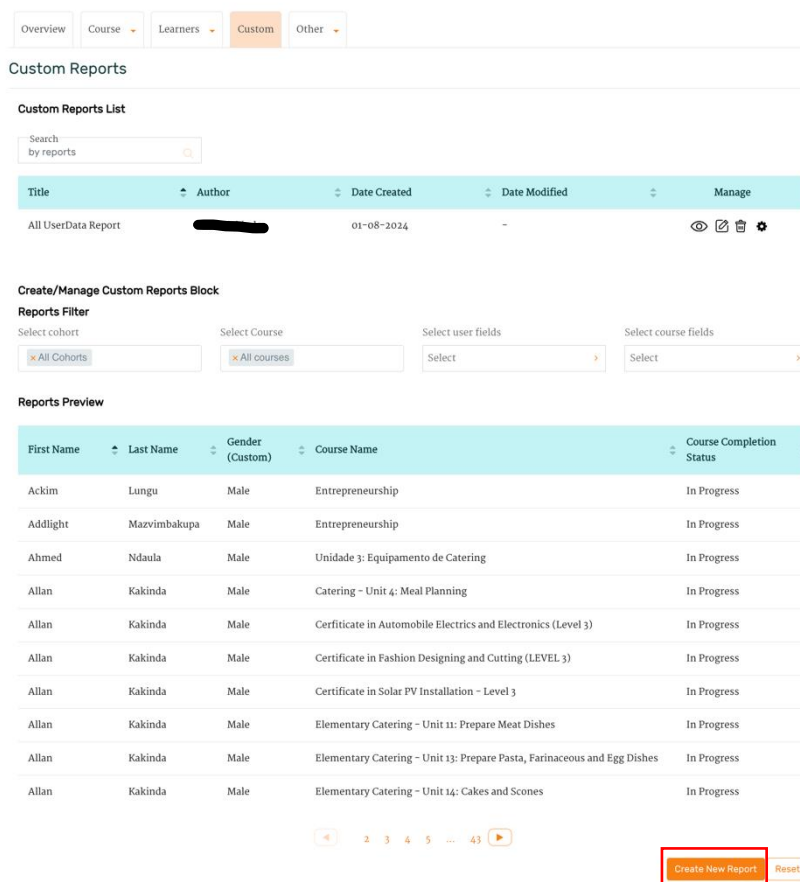


To create a new custom report, you have to use the report filters above i.e. the **Select Cohort** filter, **Select Course** filter, **Select user** fields filter and **Select course** fields filter.

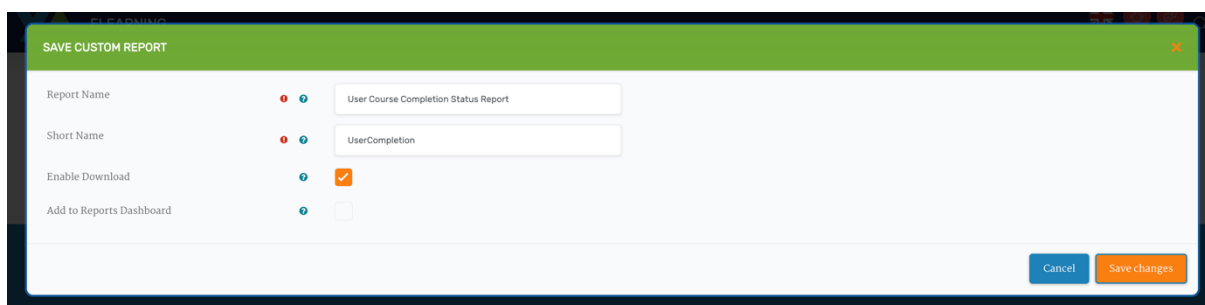
See screenshots of the different filters below.



Step 3: Once you have selected all the information that you want to be displayed in the reports then you can click on the “Create New Report” button.



Step 4: A Save Custom Report dialogue box will open. You can now add the Report Name, Short Name, Enable Download and choose to either add it Reports Dashboard or not. Once you are done entering, click on “Save Changes” to save the report.



The report should now be visible to all users on the Custom Reports dashboard.

Custom Reports List

Search by reports

Title	Author	Date Created	Date Modified	Manage
All UserData Report	[REDACTED]	01-08-2024	-	
User Course Completion Status Report	[REDACTED]	21-08-2024	-	

Step 5: Please make sure you enable Add to Reports Dashboard for the Custom Report to be displayed on the Reports and Analytics Page.

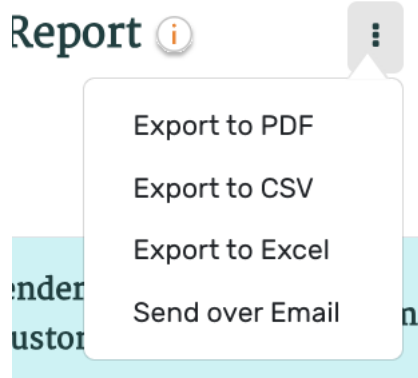
The new report created has been added to Reports dashboard and can now be viewed and downloaded from the **Overview** tab. Go to the Overview tab, and scroll to the bottom of the page in order to see it.

User Course Completion Status Report ⓘ

Search in all column

First Name	Last Name	Gender (Custom)	Course Name	Course Completion Status
[REDACTED]	[REDACTED]	Male	Entrepreneurship	In Progress
[REDACTED]	[REDACTED]	Male	Entrepreneurship	In Progress
[REDACTED]	[REDACTED]	Male	Unidade 3: Equipamento de Catering	In Progress
[REDACTED]	[REDACTED]	Male	Catering - Unit 4: Meal Planning	In Progress
[REDACTED]	[REDACTED]	Male	Certificate in Automobile Electrics and Electronics (Level 3)	In Progress
[REDACTED]	[REDACTED]	Male	Certificate in Fashion Designing and Cutting (LEVEL 3)	In Progress
[REDACTED]	[REDACTED]	Male	Certificate in Solar PV Installation - Level 3	In Progress
[REDACTED]	[REDACTED]	Male	Elementary Catering - Unit 11: Prepare Meat Dishes	In Progress
[REDACTED]	[REDACTED]	Male	Elementary Catering - Unit 13: Prepare Pasta, Farinaceous and Egg Dishes	In Progress
[REDACTED]	[REDACTED]	Male	Elementar <input type="checkbox"/> EDIT MODE <input checked="" type="checkbox"/> : Cakes and Scones	In Progress

To download the report, click on the 3 red buttons () at the top of the report. You should be able to see the different options by which you can download the report.



You can manage your custom Report created from the Custom Reports List i.e. you can edit, hide and delete the Custom Report using the buttons below:

Custom Reports List

Search by reports

Title	Author	Date Created	Date Modified	Manage
All UserData Report	[Redacted]	01-08-2024	-	
User Course Completion Status Report	[Redacted]	21-08-2024	-	

5. VIDEOS OF YOUNG AFRICA MEL SYSTEM

The following videos are freely available to the public and other TVET training organisations at the Young Africa YouTube channel –

<https://www.youtube.com/playlist?list=PLxa0t5XwsCqy6Cyga9FZ0kkekudxYMIE8>

The videos are:

1. Introduction to YA eLearning Platform M & E Manual (5 minutes 42 seconds)
2. Overview of How to Register on the YA eLearning Platform (3 minutes 42 seconds)
3. How to Register on the YA eLearning Platform (9 minutes 36 seconds)
4. How to Rate a Course on the YA eLearning Platform (3 minutes 39 seconds)
5. How to Create and Complete a Feedback Survey in a Course (10 minutes and 3 seconds)
6. How to View and Download the Feedback Survey Results (4 minutes and 33 seconds)
7. How to Retrieve Information from the YA eLearning Platform using the Dashboard (16 minutes and 52 seconds)