KTT Plan Evaluation Tips

Use Evaluation to Grow Your KTT Practice

Make your KTT efforts effective and efficient to get the research impact you want.

Use KTT evaluation to: (1) define what success looks like for your KTT work, and how you might measure or understand what has changed for your user audiences; (2) improve the quality of your KTT efforts.

Plan ahead how you will track what your KTT work created (outputs/deliverables) and where you reached your audiences. Collect feedback from user audiences. Look for opportunities to be responsive to audience feedback, as well as emerging opportunities and unintended consequences.

What strategies will you use to track your KTT outputs and reach?

- ☐ Does your plan include reporting on the KTT activities of all team members (vs. just PI and graduate students)?
- ☐ Do you have a way of tracking KTT information products and outputs (e.g., plain language reports, workshops)?
- ☐ Do you have a way of tracking KTT engagement (e.g., # attending event, # downloads)?
- ☐ Do you have a way of measuring KTT activity quality? (e.g., user testing, feedback survey)
- ☐ Do you have a way of tracking integrated KTT work: collaboration with user audience(s) in the research process? (e.g., stakeholder meetings, networking)
- ☐ Have you included measures of feedback to ensure audiences are being effectively reached?

What will successful KTT of your research knowledge look like?

- ☐ What strategies will you use to evaluate your KTT outcomes within the project,?
- ☐ What do you expect to change for each user audience? (e.g., knowledge, actions, conditions)?
- ☐ What method or approach will allow you to measure this? When and how?

How will you document your KTT methods, lessons learned, and promising practices?

- ☐ Do you have a way of tracking or documenting promising practices and lessons learned about your KTT approach?

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☐ Could there be an opportunity to share your KTT approach or KTT outcomes through peer reviewed publication?

Logic Models Support KTT Planning and Implementation

A logic model can help you identify and track your KTT activities, outputs, and outcomes for each audience. Logic models (or logical frameworks) are a planning tool that clarify links between KTT activities, outputs and outcomes, as well as external factors/assumptions for success. Creating a logic model can help you clarify your KTT goals, and decide how to track, monitor and evaluate your KTT progress and products.

Your logic model can also help you refine your KTT techniques over time. As you identify what works and when, adapt your logic model and KTT approach accordingly.

Example: University of Wisconsin-Extension logic model template.

Source: https://fyi.extension.wisc.edu/programdevelopment/logic-models/
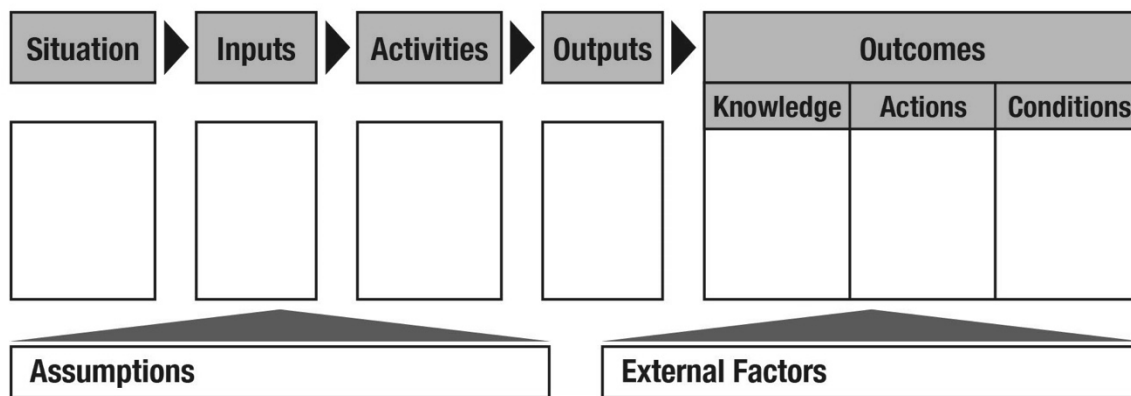
Situation includes your **audiences** and details about the broader context

Activities are KTT products or events (what you're doing). Be specific about which activities are for which audiences.

Inputs are the resources you need for the activities. **Outputs** show that activities happened (# of participants or events or downloads).

Outcomes are changes in knowledge, behaviour and conditions from your KTT; these define what success looks like for your project.

Assumptions and **external factors** are enabling conditions for that success.