

## KEY EVENTS TIMELINE

### PURPOSE

The purpose of the events tracking timeline is to document chronologically key internal and external events that influence the Standard Days Method® (SDM) scale-up process both positively and negatively. The timeline offers a 'high-level' view of scale-up over time and provides information that is not captured in other tools, such as key meetings and external events that may have influenced scale-up processes and outcomes. Key event 'types' are categorized by color to aid in visual analysis by thematic area of scale-up.

### HOW IT WAS DEVELOPED AND USED

Country teams were asked to note key events that potentially influenced scale-up as they occurred and to update the key events timeline every six (6) months. The categories of interest to IRH were **Commodity Procurement & Logistics**, **FP Guidelines & Protocols (Norms)**, **Information, Education, and Communication (IEC)**, **Political environment**, **Project**, **Research**, and **Training in SDM**. Critical internal and external events in horizontal scale-up and expanding access to SDM included events such as main training events held by IRH or partners, important coordination meetings of the scale-up process, and important meetings with the MOH or donors. Key internal and external events relating to vertical scale-up / institutionalization included completion of integration of SDM into a nursing pre-service curriculum, SDM included in the DHS, political events such as a change in MOH leadership, closing of a major bilateral that provided leveraged resources for SDM integration, and natural or other emergencies. Staff were

encouraged to find a balance between key events and all events, and to make decisions which were the most critical to include in the timeline.

IRH used an Excel template developed by Vertex 42 LLC. The Excel template is comprised of: 1) a worksheet where key events– are listed by month and year and assigned a coordinate on the X and Y axes; and 2) a second worksheet that transforms the data into a graphic timeline representation (shown here).

Country offices sent an updated list of key events every six months, when they updated their project benchmark tables. The Country Program Officer at IRH headquarters entered the data into the Excel template that created the timeline graphic. The timelines were used during national and local annual scale-up planning meetings to identify key events that may have influenced scale-up activities and the achievement of benchmarks. The timelines also served as a data triangulation mechanism for scale-up case study analysis.

### VALUES

The key events timeline did not specifically include a consideration for or measurement of values, although new or revised laws and policies can reflect societal or government values around family planning and SDM.

### LESSONS LEARNED

The key events timeline was useful for snapshot views of key internal and external events that might be influencing scale up processes. Because of the volume of key events data, though, over the years the graphics program became unwieldy. To use this tool effectively it is



important to include key events and not minor/lower level events. Possible ways to create more stringent criteria than individual judgment:

- Follow a participatory process similar to the selection of Most Significant Change stories so that only the most critical events are included.
- Restrict the number of events per year and/or per category that may be included on the timeline. This would improve the

usefulness of such a data visualization tool throughout the scale-up phase, particularly toward the end of a multi-year scale up period.

#### KEY REFERENCES & RESOURCES

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<http://www.vertex42.com/ExcelArticles/create-a-timeline.html>



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## Events Timeline for SDM Integration in Guatemala

**Color Key**

- Commodity Procurement & Logistics
- FP Guidelines & Protocols (norms)
- Information, Education, Communication (IEC)
- Political environment
- Project
- Research
- Training in SDM

