



Monitoring, Evaluation & Learning (MEL) Framework

Light Version (Practical, Non-Academic)

Digital Al-Jazari for Artificial Intelligence & Research Innovation (AI&RI)

Clear • Lightweight • Evidence-Based • Privacy-First • Action-Oriented

1. Purpose and Audience

This MEL Framework describes how Digital Al-Jazari measures impact, learns from delivery, and improves programs over time. It is designed to be lightweight—easy to implement in schools, community programs, and digital initiatives—without academic complexity.

Who this document is for

- Partners and donors who want a clear, credible approach to impact measurement.
- Program teams who need practical tools for monitoring and improvement.
- Review committees, award juries, and stakeholders assessing accountability.

2. MEL Principles (Light Version)

Our approach is built on five simple principles:

- Measure what matters (focus on a few strong indicators).
- Minimize burden (short tools, simple workflows).
- Protect participants (privacy-first, do-no-harm).
- Use results quickly (learning loops, not reports that sit on shelves).
- Be transparent (aggregated reporting, clear limitations).

3. What We Measure

We measure outcomes at three practical levels: learning, behavior, and implementation quality.

Level	What it means	Examples of indicators (light)
1) Learning	What participants understand after the activity	Pre/post score change; correct choices in short scenarios; ability to identify risky behavior
2) Behavior & Intent	What participants are likely to do in real situations	Self-reported safe actions; willingness to verify information; reporting steps followed in a scenario
3) Delivery Quality	How well the activity was implemented	Completion rate; average time; drop-off points; feedback satisfaction (1–5)

4. How We Measure (Tools)

We use small, repeatable tools that work in low-resource settings and require no personal data collection.

Core tools (recommended)

- Short pre/post questionnaire (5–8 items).
- Scenario-based decision questions (6–8 short scenarios).
- Anonymous usage signals (start, completion, time-on-task, choice patterns).
- Optional short satisfaction prompt (1–3 items).

Data collection channels

- Online: lightweight web activity accessed via QR code.
- Offline/low-tech: paper mini-checklist or facilitator form (when needed).

5. Why We Measure

- Accountability: demonstrate results with simple evidence.
- Improvement: identify what works and what needs refinement.
- Scaling: decide when and where to expand based on proof of effectiveness.
- Trust: provide credible documentation for donors, partners, and reviewers.

6. Privacy, Ethics, and Safeguarding

We follow a privacy-first approach: we do not collect names, photos, phone numbers, email addresses, precise locations, or school identifiers. All results are reported in aggregated form only.

Safeguarding commitments

- Do-no-harm: content is designed to teach safe responses without exposing participants to unnecessary risk.
- Age-appropriate design: materials are tailored for youth audiences where relevant.

- Referral guidance: when sensitive content appears, participants are directed to trusted adults and approved support channels.

7. How We Use the Results (Learning Loop)

MEL is useful only when it changes practice. We apply a simple learning cycle after each delivery round.

Collect	Review	Improve	Share
---------	--------	---------	-------

- Collect: run pre/post + scenarios + anonymous usage.
- Review: summarize results (one-page internal snapshot).
- Improve: adjust content, instructions, or flow based on evidence.
- Share: report key results to partners/donors in aggregated form.

8. Roles and Responsibilities (Light)

- Program Lead: approves indicators and reporting approach.
- MEL Focal Point: prepares tools, tracks completion, summarizes results.
- Facilitator/Partner: supports implementation and optional offline forms.
- Data Steward: ensures storage, access control, and privacy compliance.

9. Suggested Timeline (Pilot)

A practical pilot can be implemented quickly with minimal effort.

Phase	Duration	Key activities
Phase 0: Setup	1–2 weeks	Finalize tools; confirm privacy; partner onboarding
Phase 1: Delivery	2–6 weeks	Run sessions; collect pre/post + scenarios
Phase 2: Review	1 week	Aggregate results; identify improvement points
Phase 3: Improve	1–2 weeks	Revise content and delivery guidance

Annex A – Sample Indicators and Questions (Optional)

These examples can be adapted per program. Keep them short and culturally appropriate.

A1. Sample pre/post items (5–8 total)

- I can explain why verifying AI-generated information is important. (Agree/Neutral/Disagree)
- I know what personal information should NOT be shared with AI tools. (Yes/No)
- If I see harmful content, I know the safe steps to take. (Yes/No)

A2. Sample scenario prompts (6–8 total)

- A tool tells you a medical claim is true. What do you do first?
- A friend asks you to paste private data into an AI tool. What is the safest response?
- You receive a suspicious image/video that looks real. How do you verify responsibly?

A3. Reporting format (one paragraph)

We report results in aggregated form (e.g., average improvement, completion rate, and key learning points). No personal identifiers are collected or published.

Management Sign- Off and Seal

The undersigned approve and authorize this administrative snapshot for donor/partner reporting and transparency purposes.

Name / Title	Signature	Date
Prof. Dr. Ahmad Al- Nuaimi General Director / Authorized Signatory		31 December 2025
Dr. Insaf Bader Administrative Director / Finance Oversight		31 December 2025
Official Seal / Stamp		



Document type: Internal policy/implementation guide • Version: 1.0 • Year: 2026