

## PEAS Work Plan for the FY 2007-08

S. #	Activity	Dates	Responsibility	Details/Action Point
<b>AUGUST-2007</b>				
13	Punjab assessment report writing 2006	1 <sup>st</sup> -2 <sup>nd</sup> week	PEAS/Academic & IT Section	Arrangement of important data in a report format to disseminate to the stakeholders.
14	National Management Consultants (NMC) International Management Consultants (IMC) workshop	Aug 06-11	NEAS, PEACEs, AEACs, ATCs & TA: IMC & NMC	Subject to the signing of contract amendment
15	Sample Selection National Assessment Testing-2008 for Grade-VIII & Grade-IV	Aug 06-18	NEAS	<ul style="list-style-type: none"> <li>· Database from NEMIS of Public and Private schools, NFBL &amp; NCHD Schools.</li> <li>· Morning and evening shift to be added</li> </ul>
16	Finalization and review of school samples List	Aug 13-18	NEAS, TC & TA	Agreement final list.
17	Item Review Meeting	Aug 15-18	NEAS, PEACEs & AEACs	Nomination and Arrangement of Material
18	Dispatch of school sample lists for verification to PEACEs & AEACs	Aug 27	NEAS, PEACEs & AEACs	Verification of lists from districts.
19	Provincial and Areas Stakeholders Conferences	Aug 20- Sep 08	PEACEs & AEACs with support from NEAS , ATCs,  TA:Dissemination expert	<p>§ PEACEs and AEACs to give their respective dates to NEAS.</p> <p>§ Focus will be on Teacher Training &amp; Dissemination needs &amp; text books.</p>
<b>SEPTEMBER-2007</b>				
20	PEAS web site launching	1 <sup>st</sup> week	PEAS/ IT Section	To disseminate the latest information about assessment, activities and to keep stake holders up to date.
21	Return of School Sample lists after verification from PEACEs & Areas	Sep 2-Oct 2	NEAS, PEACEs & Areas	Time estimate for lists to come back to NEAS.  Provincial input required.
22	Development of manual on assessment	September	PEAS/Academic Section.	The manual will contain general instructions for Assessment and Test Instructions.

23	PEAS External Audit	1 <sup>st</sup> -2 <sup>nd</sup> week	PEAS/Accounts & other sections.	Documentation & Audit of development and non- development budget by the Auditor
24	Punjab data analysis 2007	1 <sup>st</sup> -3 <sup>rd</sup> week	PEAS/Academic and IT Section	Analysis of data collected from Punjab in 2007.
25	Item Development	1 <sup>st</sup> week	PEAS/Academic Section.	To generate draft items for Punjab Assessment.
26	Subject Committee Meeting	2 <sup>nd</sup> week	PEAS/Academic Section.	Workshop of experts to review the developed Test Items.
27	Background Data Committee meeting	2 <sup>nd</sup> week	PEAS/Academic Section.	To review the background questionnaires in relation to findings of data 2006.
28	Statistical committee meeting	2 <sup>nd</sup> week	PEAS/Academic Section.	To review findings of data analysis 2006.
29	Punjab assessment report writing 2006	3 <sup>rd</sup> week	PEAS/Academic & IT Section.	To present findings of data analysis.
30	Item Writing Workshop  Grade-IV Language & Maths	Sep 03-22, 2007  (3 weeks)	NEAS, PEACEs, AEACs, ATCs & TA: IW&M, LARE	Generating Items for pilot in Oct 22-27  Venue: PEACE, Jamshoro, Sindh
31	3 <sup>rd</sup> PPCC meeting	4 <sup>th</sup> week	PEAS	To discuss the status of PEAS with PPCC members.
32	Confirmation of sample list by NEAS	Sep 24-29	NEAS & TWG	Receiving of List from Provinces/Areas for final selection.
33	Technical Committee meeting	Sep 29	NEAS, PEACEs, AEACs, TA & TC	Technical committee meeting to review Draft tests
34	Internal & External Audit	Sep 1-30	NEAS, PEACEs & AEACs	Preparation of cash, stock books and other relevant records.
35	Publishing of newsletter	last week	PEAS/IT Section.	About PEAS activities
<b>OCTOBER-2007</b>				
36	Punjab assessment report writing 2007	1 <sup>st</sup> week	PEAS/Academic & IT Section.	To present findings of data analysis.
37	7 <sup>th</sup> NPCC Meeting	Oct 1, 2007	NEAS, PEACEs & Areas	Venue: Area Assessment Center, Gilgit  Agenda: Issues and progress during July to October, 2007.
38	Competencies & item development	2 <sup>nd</sup> week	PEAS/Academic Section.	To develop Test Items for Punjab Assessment.
39	Publishing of Punjab assessment report 2007	2 <sup>nd</sup> week	PEAS	To disseminate results of assessment.
63	Printing of manual about Assessment	2 <sup>nd</sup> week	PEAS/Academic Section.	To impart training at grass root level in the area of assessment.

40	<p>§ Pilot Testing of Grade-VIII in Social Studies</p> <p>§ Grade-IV in Languages &amp; Maths</p> <p>§ Background Questionnaires revised draft</p> <p>§ TAd. Guidelines</p> <p>§ TAd. File</p>	Oct 22-27	NEAS	(i) Schools list for piloting to be prepared by Oct 02.
41	Marking coding data entry of Pilot Tests	Oct 29-Nov 03	NEAS, PEACEs, AEACs & ATCs	Data analysis by Nov 07 (3 days After data files are ready)
42	2 <sup>nd</sup> Stake holder conference regarding Punjab assessment 2006-2007	4 <sup>th</sup> week	PEAS	To disseminate findings/results of Punjab Assessment data
43	Review of Items	4 <sup>th</sup> week	PEAS/Academic Section.	Developed items will be reviewed by the core groups of item writers and reviewers.
<b>NOVEMBER-2007</b>				
44	Visit to Institutions for linkage development.	1 <sup>st</sup> week	PEAS/Dissemination Officer	To introduce PEAS and to share PEAS research findings.
45	Analysis of Pilot Tests.	Nov 5-10	NEAS & TA	The option of online data analysis is under consideration.
46	EMIS International Consultant workshop	Nov 5-7, 2007	NEAS, PEACEs, AEACs, ATCs & TA	<ul style="list-style-type: none"> <li>· Review of NEAS EMIS software after use</li> <li>· Discussion/ Analysis of future needs and requirements</li> <li>· Expectations from IT infrastructure</li> <li>· Planning for Background and Assessment modules.</li> </ul>
47	Dissemination of assessment findings and assessment training at district level (selected districts of Punjab)	2 <sup>nd</sup> week	PEAS/Academic & IT Section.	Dissemination Conference and Assessment Training workshop will be conducted by PEAS in selected districts of Punjab.

48	Test Development Blue Print of all 4 tests & their 1 <sup>st</sup> Draft	Nov 12-24	NEAS, PEACEs, AEACs, ATCs, TC & TA(LARE)	Preparation of marking rubrics
49	WBI Training Workshops	i) Nov 19-24  ii) Nov 26-Dec 15  (4 Weeks-one week each)	NEAS, PEACEs & AEACs	i) Venue and Participants list be finalized well before the proposed dates.  ii) 26 participants would participate in four training areas (sampling item writing and test development, data analysis and reporting to stake-holders)  6 participants for sampling workshop for Nov 19-Nov 24.
<b>DECEMBER-2007</b>				
50	Visit to Institutions for linkage development.	1 <sup>st</sup> week	PEAS/Dissemination Officer	To introduce assessment and to share PEAS research findings.
51	Establishment of Computer Lab(after availability of funds).	1 <sup>st</sup> week	PEAS	Establish of Computer Lab for the training of data entry, analysis etc.
52	Preparation & publishing of newsletter.	1 <sup>st</sup> week	PEAS/Academic & IT Section.	About PEAS activities
53	Dissemination of assessment findings and assessment training at district level (selected districts of Punjab)	2 <sup>nd</sup> week	PEAS/Academic & IT Section.	Dissemination Conference and Assessment Training workshop will be conducted by PEAS in selected districts of Punjab.
54	Tech Working Group	Dec 31	NEAS, ATCs & TA	To review all instruments
55	Seminar on Assessment and Quality of Education	3 <sup>rd</sup> /4 <sup>th</sup> week	PEAS/Academic & IT Section.	To share quality education amongst the educationists and key stakeholders.
56	Technical review of test and all other instruments	Dec 31 2007  Jan 12  2008	NEAS, PEACEs, AEACs, TC & W.B/DfID representative	To be done in NEAS under strict condition of test security and secrecy
81	Sample Selection for Large Scale	3 <sup>rd</sup> week	PEAS/Academic Section.	Sample will be based on stratified random sample technique.
58	Printing of Instruments for Pilot Testing	4 <sup>th</sup> week	PEAS	
<b>JANUARY-2008</b>				
59	Visit to Institutions for linkage development.	1 <sup>st</sup> week	PEAS/Dissemination Officer	To introduce assessment and to share PEAS research findings.

60	Dissemination of assessment findings and assessment training at district level (selected districts of unjab)	1 <sup>st</sup> week	PEAS/Academic & IT Section.	Dissemination Conference and Assessment Training workshop will be conducted by PEAS in selected districts of Punjab.
62	Confirmation of sample selected Schools	2 <sup>nd</sup> week	PEAS/Academic Section.	EDOs (Edu) of respective district of Punjab province will be requested for confirmation.
64	Test Administrators Training for Pilot Testing	2 <sup>nd</sup> week	PEAS/Academic Section.	To administer Pilot Test in Punjab.
65	Piloting of assessment instruments.	3 <sup>rd</sup> week	PEAS/Academic Section.	Test Items developed in subjects of Social Studies , Science Grade VIII and English Grade IV will be piloted.
66	Editorial Review, translation and back translation of final draft of all instruments and art work	Jan 1-12	NEAS & External Reviewer TWG	<ul style="list-style-type: none"> <li>· Identification of external reviewers</li> <li>· Confirmation of their availability</li> </ul> (confirmed 4 weeks earlier)
67	8 <sup>th</sup> NPCC Meeting	Jan 05	NEAS, PEACEs, AEACs, ATCs & TA	<ul style="list-style-type: none"> <li>· Selection of venue</li> <li>· Preparation of agenda</li> </ul>
	Training Workshop for Coding & scoring	3 <sup>rd</sup> week	PEAS/Academic Section.	To train the participants.
68	Manual Coding Scoring	3 <sup>rd</sup> week	PEAS/Academic Section.	Coding and Scoring of Pilot tested Instruments.
	Training Workshop for computer data entry.	3 <sup>rd</sup> week	PEAS/Academic & IT Section.	To train the data entry operators.
69	Computer data entry.	3 <sup>rd</sup> week	PEAS/Academic & IT Section.	
70	Technical Report Writing workshop	Jan 7-12 2008	NEAS, PEACEs, AEACs & ATCs & TA (T.R)	Selection on basis of previous performance in TRW, computer items and subject matter knowledge.

Abbreviations used in Work Plan	
ACER	Australian Council for Educational Research
AEAC	Area Education Assessment Centre
AIDG	Assessment Instrument Development Group
ATC	Assessment Training Centre
BDWG	Background Data Working Group
CFAS	Centre for Formative Assessment
CW	Curriculum Wing
DRTA	Deputy Resident Technical Advisor
EMIS	Education Management Information System
ETS	Education Testing Service
LARE	Lead Assessment Regulatory Expert
NEAS	National Education Assessment System
NPCC	National Planning and Coordination Committee
PEAS	Punjab Education Assessment System
PPCC	Provincial Planning and Coordination Committee
PPCC	Provincial Planning and Coordination Committee
PPW	Policy and Planning Wing
RTA	Resident Technical Advisor
SWG	Statistical Working Group
TA	Technical Assistance
TWG	Technical Working Group
WB	World Bank