

Step 6.4: Evaluate and share lessons learned

An evaluation of the simulation is key to identifying the lessons learned and improving processes going forward. We want to know the following: What went well? What can be improved? What are lessons learned? What are ways to improve the mechanisms tested?

Usually there are two types of evaluations

Evaluation of the participants' performance during the simulation.

- Participants and organisers should take a critical look at the following:
- Organization: The achievement of goals given the assumptions and conditions under which participants were working.
- Information management
- Decision making: Their ability to take appropriate and pertinent decisions under pressure. The use of innovation in the absence of critical resources.
- Coordination and integrated management of the situation.
- The logic and consistency of decisions made compared to the National Society Standard Operating Procedures.
- The specific performance of each of the participants (leadership, involvement, interest, teamwork, etc.).

Evaluation of the organisation of the simulation

The evaluation of the organisation relates to the planning, design and execution of the exercise.



Make use of existing resources

If you have already developed a MEAL plan (see [chapter 9](#)) you can use this to support the evaluation of your simulation.

Eventually, the evaluation team should meet to exchange notes and to analyse and compile a comprehensive assessment. A final evaluation

document should include lessons learned and recommendations. Please find an example of Nepal in the toolbox.