Summary of the EVAL Release 1.2
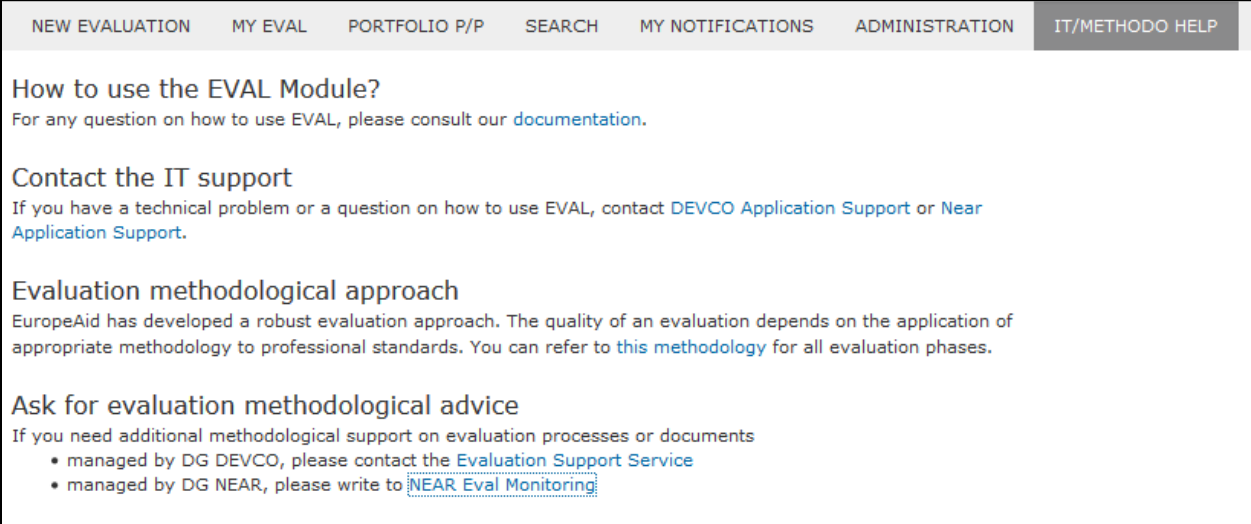**Release date 08/03/2017**

With release 1.2, EVAL has an enhanced user interface and presents up-to-date information about available support services. The management of the DAC sector information has been improved to meet DEVCO / OECD reporting requirements.

Please find below a description of the major changes. Up-to-date user manuals and e-learning videos are available in the DEVCO APPLICATION Knowledge Base (for internal and external users).

1. IT and Methodology Support

A new tab titled "IT/Methodo Support" collects all the information about support available to users of the EVAL module.

2. Language

EVAL has been translated into French. Users can change the display language to their preferred language at any time using the pick list in the top menu:

3. User interface

The "Header", "General" tab, the "Stakeholders" tab, and the "Create new evaluation" form have an improved look and feel. The most important improvements in layout and functionalities are detailed below.

a) Header

The reference number attributed by EVAL to each evaluation is now displayed in the header. In addition, the header has been re-designed.

b) "General" tab

The "General" tab has been fully re-designed.

- The "Evaluation data" and the "Evaluation schedule" are now displayed side-by-side at the top of the page.

- For clarity, the "Start date" field has been renamed "Start date of activities", and the "End date" field has been renamed "Final date for implementation".

- In addition, an information pop-up reminds the users that deadlines are automatically set (at 23:59, Brussels time, of the specified date), and that the Evaluation Manager can change them according to the actual schedule of the evaluation.

c) "Evaluation stakeholders" tab

The "Evaluation stakeholders" tab is now easier to use, thanks to usability improvements and better links with XSec.

All stakeholders can be registered either with their EU Login or with their e-mail address. **Autocomplete starts after two letters.**

New icons are available for adding and replacing stakeholders; tooltips with description of the available options are displayed when hovering with the mouse over each icon:

- If no stakeholder has been added yet for a specific role, or if the respective field allows adding multiple stakeholders, a new "Add" icon is displayed to the right:

- If a stakeholder has already been filled in and the field does not allow multiple users (e.g. as is the case for reference group members, experts, and thematic experts), a new "Replace" icon is displayed to the right:

The "European Commission" section has been renamed "European Commission and Reference Group":

General	Evaluation stakeholders	Management	Library

European Commission and Reference Group

	Last & first name	Email	ECAS login	
Evaluation Manager* {Project/Programme Manager}	Valentina MARASSI	Valentina.MARASSI@ext.ec.europa.eu	marasva	
Evaluation Manager Back up*	Ana MASALAGIU	Ana.MASALAGIU@ext.ec.europa.eu	masaana	
Head of Unit/Head of Cooperation				
Head of Section				
Reference Group Members*	Aurelie POINSOT (INT)	Aurelie.Poinsot@ec.europa.eu	poinsau	
	valentina MARASSI (EXT)	valentina.marassi@gmail.com	nmarasva	
Evaluation correspondent	Valentina MARASSI	Valentina.MARASSI@ext.ec.europa.eu	marasva	
Thematic correspondent				
International Aid / Cooperation Officer				
Functional mailbox of EUD/Unit in charge* Please fill in, to ensure the notifications will be received for FOLLOW UP YEAR+1		test@ec.europa.eu		

The functional mailbox is now optional if in the evaluation schedule the phase "Follow-up after one year" is skipped.

4. DAC sector codes improvements

The DAC sector information displayed in the "Evaluation data" is now retrieved from CRIS and not editable. This includes the DAC sector code for each project to be evaluated. The label for this field has been changed into "DAC Sector Code covered (retrieved from CRIS)".

DAC Sector Code covered (retrieved from CRIS)	91010 - Administrative costs (non-sector allocable)

In the "Project data" section, the DAC sector code is now displayed next to the DAC sector label.

5. Complementary keywords pick list

New complementary keywords corresponding to the Sustainable Development Goals are available in the EVAL module.

A new pop-up allows an easier selection of the complementary keywords:

- When the user clicks on the "Add" button next to "Complementary keywords", a pop-up is displayed, reflecting the situation of the complementary keywords previously selected, if any.

- In order to select one or more complementary keywords, the user should click on the "v" next to it. The selected choice will be displayed at the bottom of the pop-up. The user can confirm the selection and close (clicking on "Save selection"), or remove one or more keywords by clicking on "x".

6. "Management" tab – accept / send back mandatory documents

The text on the frame "accept / send back mandatory documents" has been improved. It is indicated that the user has to select the documents first. The label "Accept or send back selected documents" has been renamed to "Accept or send back mandatory documents".

Accept or send back mandatory documents	▲

Select the mandatory document(s) and confirm if the mandatory documents are accepted or not agreed upon. Please note that if they are "not agreed", an explanatory comment is mandatory. Files with comments can be attached via Upload documents under "Comments on report" category.

The documents are ○ Accepted ○ Not agreed

Comments

[   ]

OK

7. Contract phase

a) Improvement of the autocomplete functionality

The auto-complete functionality now allows searching for contracts based on their reference number, irrespective of the EVAL nomenclature "C-xxxxxx" or "D-xxxxx".

b) Possibility to upload complementary documents

Although in EVAL there is no mandatory document at Contract phase, users can now upload documents, if they require so. The document categories available are: "Annex", "Minutes", "Rider", and "Other".

This functionality is available in the "Management" and in the "Evaluation library" tabs.

- In the "Management" tab, a "Complementary documents" section has been added;

- In the "Evaluation library" tab, a "Contractual documents of the evaluation" section is displayed on top of the evaluation library as soon as the contract information is retrieved from CRIS. **This section is only visible for internal staff.**

8. Follow-up after one year

More flexibility has been introduced in the management of the "Follow-up after one year" phase. Evaluation Managers (and their backups) can now decide whether to schedule a follow-up after one year any point in time until the end of the evaluation workflow.

- In the "General information" tab of the evaluation, the option to skip the FU+1 phase is available until the evaluation reaches the follow-up phase.

- Users will be reminded to make a selection at "Follow-up" phase when clicking on "Next phase".

9. SEARCH improvements

In the search page, a pop-up allows an easy selection of the DAC sectors object of the research. When users click on "Add", a selection tree is displayed. Users can also opt for a search by code.

Sectoral Scope   ×

Search in tree

- ▸ ☐ 11000 - EDUCATION
- ▸ ☐ 12000 - HEALTH
- ▸ ☐ 13000 - POPULATION POLICIES/PROGRAMMES AND REPRODUCTIVE HEALTH
- ▸ ☐ 14000 - WATER SUPPLY AND SANITATION
- ▸ ☐ 15000 - GOVERNMENT AND CIVIL SOCIETY
- ☐ 15064 - Demobilisation
- ☐ 15066 - Land mine clearance
- ☐ 15110 - - Economic and development policy/Planning
- ☐ 15140 - Government administration
- ▸ ☐ 16000 - OTHER SOCIAL INFRASTRUCTURE AND SERVICES
- ☐ 16100 - * Employment (invalid code)
- ☐ 16200 - * Housing (invalid code)
- ☐ 16300 - * Other social services (invalid code)
- ☐ 16320 - General government services
- ☐ 16330 - Settlement
- ▸ ☐ 21000 - TRANSPORT AND STORAGE
- ▸ ☐ 22000 - COMMUNICATIONS

Selection

Search by code

[   ]

Save selection