

### Sample Timeline for Planning and Implementing Outcome Measurement in a Program

Step	Initial Preparation							Trial Run				Implementation	
	Month							Month				Month	
	1	2	3	4	5	6	7	8	?+1	?+2	?+3	?+4	?+5
1) Develop a timeline	X												
2) Establish a baseline		X											
3) Set target/goal			X										
4) Choose the Outcomes you want to measure			X										
5) Specify the data to collect			X										
6) Determine data collection method				X									
7) Determine where to gather data				X									
8) Develop a database for data					X								
9) Try outcome measurement system						X	X						
10) Analyze data and report findings								X					
11) Monitor and evaluate Measurement System									X				
12) Launch full-scale implementation										X	X	X-->	
13) Use findings								X	X	X	X	X	X-->

? = date of first trial run