

COMPLEMENTARY RESOURCES FOR IMPLEMENTATION

August 2025

Attention: The complementary resources are updated on an ongoing basis. Please check this document periodically on [AIM-ECD webpage](#) to ensure you are using the most up-to-date version of all the files. Note that all documents include the date of their last update.

The AIM-ECD Caregiver Report (CR) and Direct Assessment (DA) Manuals and Training Materials have been officially translated into **Arabic, English, French, Portuguese, Russian, Spanish** and **Swahili**. These official translations can be accessed directly on the [AIM-ECD webpage](#).

Teams have also shared their own **adapted translations** in other languages, including **Basari, Joolaa, Karakalpak, Mandinka, Pulaar, Serbian, Seereer, Sooninke, Tajik, Urdu, Uzbek, Wolof, and others**. If you would like to use any of these adaptations, or if you plan to implement AIM-ECD in additional languages, please [Contact Us](#) for access and further guidance.

The AIM-ECD Team

Resource	Description
A. Resources to engage and plan	
A.1 Engage with stakeholders	
<p>Brief</p> <p>Presentation</p> <p>Implementation guide</p> <p>CR Guidebook for Household Survey Integration</p> <p>Research paper</p>	<p>The Brief and the PowerPoint Presentation can be used to present AIM-ECD to different audiences, including to policymakers, donors, and partners. It provides a high-level overview of what AIM-ECD is, how it differs from other tools, and background information on the development and validation of the tool.</p> <p>The Implementation Guide provides an overview of the process of implementing AIM-ECD and serves as a roadmap for data collection. It also describes the complementary resources available.</p> <p>The Guidebook for Household Survey Integration provides detailed instructions on how to incorporate the CR Child Development Items into Multi-Topic Household Surveys</p> <p>The Research Paper presents the analytical process to identify the core set of items for the AIM-ECD Caregiver Report (CR) and Direct Assessment (DA) instruments.</p>
A.2 Recruit the team	
<p>Certificated master trainer roster</p>	<p>The AIM-ECD master trainer roster is a list of the current master trainers.</p>
<p>TOR templates to recruit team members</p> <ul style="list-style-type: none"> • AIM-ECD trainer in-person • AIM-ECD trainer remote • Quality assurance assistant • Child development expert • Translator • Sampling expert • Data analyst • Survey firm • Videographer 	<p>TOR templates for team members behind the implementation of AIM-ECD.</p> <p>AIM-ECD master trainer. This individual is a necessary hire. This person will review tools and lead the adaptation process. She or he will also be involved in piloting the tools, training enumerators or trainers in-person or remotely, overseeing data collection, and providing advisory support during data analysis.</p> <p>Quality assurance assistant. This individual is an optional hire. The consultant is particularly useful when the training is being conducted for a large number of enumerators or in a low-capacity context that requires additional training support. The consultant is responsible for helping the main AIM-ECD trainer prepare the training materials, manage, and oversee the development of training videos (if applicable) for the enumerator training.</p> <p>Child Development Expert. This individual is an optional hire. This person will review the local adaptation of the tools. Depending on their information needs, they may also help draft additional items or tasks at the request of the government. The person either drafts the items</p>

	<p>or tasks or advises government officials on best practices to develop new items or tasks, their scoring and interpretation of results. This person could be a local expert.</p> <p>Translators. These individuals or firm are an optional hire. They are responsible for translating or back translating the tools and official AIM-ECD materials from English into the local language(s).</p> <p>Sampling Expert. This individual is an optional hire. The person supports the survey sampling design based on the study design and research questions.</p> <p>Data Analyst. This individual is an optional hire and is useful when the project requires a highly technical analysis of AIM-ECD data and assessment findings. This person cleans, conducts quality checks, and manages data and conducts an in-depth data analysis to be included in an extended results report.</p> <p>Survey Firm. The survey firm oversees data collection activities, hiring of field supervisors and enumerators to administer AIM-ECD.</p> <p>Videographer. This individual is an optional hire. This person is responsible for recording the administration of local mock administration examples of the DA and/or CR for the training. The person is responsible for editing the locally-produced version of videos into domain segments for the training and embedding subtitles into the training videos (where applicable).</p>
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B.1 Tools and manual to adapt and translate

<p>CR Tool CR Manual CR Guidebook for Household Survey Integration</p> <p>DA Tool DA Manual DA Stimulus Cards</p> <p><i>Note: The links below point to the English version of each document. Other language versions can be accessed from the language menu on the webpage.</i></p>	<p>The Manual guides users through the process of translating and adapting the documents that enumerators need to administer and collect data with the CR and DA.</p> <p>The Manual includes the Enumerator Booklet, which is a step-by-step instruction on exactly how to administer and score each subtask and item.</p> <p>The DA administration requires Stimulus Cards which are a set of pictures, numbers, and letters to show to the child during the assessment administration.</p> <p>The CR Guidebook for Household Survey Integration provides detailed instructions on how to incorporate the CR Child Development Items into Multi-Topic Household Surveys</p>
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C. Training materials

C.1 In person training materials

[CR Training Schedule, Enumerator Quiz, Observation Checklist, Certificates](#)

[DA Training Schedule, Enumerator Quiz, Observation Checklist, Certificates](#)

Training Slides

The **Training Schedule** is a sample training schedule with field visits to practice administration.

The **Enumerator Quiz** is a sample quiz to verify that enumerators have acquired the necessary knowledge needed to faithfully administer the AIM-ECD tools.

The **Observation Checklist** is a checklist for the trainer or expert to use when observing enumerators to ensure correct administration of the AIM-ECD tools.

The **Enumerator Certificate** is a certificate of reliability that enumerators are given after they pass the AIM-ECD reliability exam.

The **Training Slides** are designed for use during in-person sessions in alignment with the Training Schedule. They include links to videos that provide in-depth learning through real administration examples and explanations of administration procedures. Training Slides and Video captions are available in multiple languages. To access the Slides, please [Contact Us](#).

C.2 Remote training material

Remote training guideline
Asynchronous modules
Synchronous slides
Reliability Quiz

[Contact Us](#) if you are a **certified trainer and are going to deliver a remote training of AIM-ECD.**

Remote Training Guideline is intended for Master Trainers to facilitate remote AIM-ECD training. It provides instructions on setting up a training course and outlines all the materials involved and where to find them. With numerous materials and platforms used in delivering the training, this guide helps trainers stay organized.

Asynchronous modules are 4 a self-paced component of the training, is designed to build knowledge of the AIM-ECD toolkit. Includes, videos, checks for understandings and quizzes. The training modules are in English.

Synchronous slides Participants who successfully complete all asynchronous modules and assignments are invited to participate in the trainer facilitated remote sessions. The slide include video to guide discussion of administration practices and scoring. The training slide are in English.

Reliability Quiz is CAPI file with video links and a sample quiz to verify that enumerators have acquired the necessary knowledge needed to faithfully administer the AIM-ECD tools.

D. Resources for data collection

[CR CAPI, PAPI & Score Sheet](#)

The **CAPI Code** is an Excel document with CAPI code used to create a digital version of the CR and DA to use on tablets. It is optimized to work with Survey CTO, but can be used with any XLS Form-based CAPI platform (e.g. Open Data Kit or KoBo Toolbox). All official translations are compiled in a single file. Contact us to access local adaptations.

[DA CAPI, PAPI & Score Sheet](#)

[How to use SurveyCTO](#)

The **Score Sheet** is a form to record an individual child's scores on the CR and DA when administered with pencil and paper.

The **Data Entry Sheet (PAPI)** is used in conjunction with the Score Sheet to input scores into an Excel database. It includes automated checks to protect against incorrect data entry.

How to use **SurveyCTO** describes how a mobile platform for data collection. It explains how to create the server, upload the AIM-ECD, collect the data using tablets, export and save the data collected.

E. Resources for data analysis and dissemination

[CR Semi-Automated Workflow Guide, Codebook, Semi-Automated Workflow, Template Report](#)

The **Semi-Automated Workflow Guide** is a step-by-step description of how to process raw data into cleaned and analyzed data included graphs and tables to populate the Template Report.

The **Codebook** describes all standard AIM-ECD variables and response coding.

[DA Semi-Automated Workflow Guide, Codebook, Semi-Automated Workflow, Template Report](#)

The **Semi-Automated Workflow** is a zipped folder structure containing a series of Stata .do files, Excel files, and Word files that can be used to clean, process, and analyze raw data using a standardized methodology and with minimal user input to populate the Template Report.

The **Template Report** is a pre-formatted report template that utilizes the graphs, charts, and tables produced by the semi-automated workflow to create a brief report on the findings of the DA or CR data collected.