Good practices

An approach
of experience capitalization

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Why

Because we are
• a knowledge organization
• a learning organization

• If we do not learn from what we do,
• If we do not document what we have learned,
• If we don’t share this knowledge and learning,

We lose our institutional memory
We will repeat the same errors
Our success will remain unknown and
Our good practices unshared…
What is experience capitalization?

• Aims at changing or **improving** a practice
• Enables to **learn lessons** from failures and successes
• **Iterative** process by which a practice is identified, analyzed, documented, shared and adopted
• It allows the **identification of good practices**

In English, also called: “**systematization**”
In French: “**capitalisation d’expériences**”
In Spanish: “**sistematización**”
Experience capitalization cycle

Engage in an action

Assess experiences and learn lessons

Capture good practices and organize the documentation

Share and disseminate the good practices

Adopt, adapt and apply the good practices

This is not a linear process, but an iterative and participatory one

Fostering knowledge sharing and learning
How do we do experience capitalization?

• We reflect now on what we have done in the past to learn for the future process
• Experience capitalization takes place throughout the project cycle, not only at the end
• By integrating it into monitoring and evaluation
• It requires resources, and should be planned for
Which methodology?

- Using **participatory** methodologies
- Being **gender** sensitive
- Using communication for development
- Using **knowledge sharing** methods and tools
Products

- Fact sheets *(good practices, information, experience fact sheets…*)
- Case studies
- Training manuals or learning modules
- Guidelines
- Theatre plays
- Films
- Audio programmes
- Posters
What is a good practice?

A good practice is not only a practice that is good, but a practice that has been proven to work well and produce good results, and is therefore recommended as a model.

It is a successful experience, which has been tested and validated in the broad sense, which has been repeated and deserves to be shared so that a greater number of people can adopt it.
Criteria for identification of a good practice

1. Proven and achieved good results
2. Environmentally, economically and socially sustainable
3. Gender sensitive
4. Technically feasible
5. Result of a participatory process
6. Replicable and adaptable
Supplementary criteria for resilience

1. Proven and achieved good results, because it is:
2. Sustainable environmental, economic and social
3. Gender-sensitive
4. Technically feasible
5. Result of a participatory process
6. Reproducible and adaptable

7. **Contributes to reduction of risks/disasters**
Good practice template

• based on a thorough analysis of FAO partner organizations’ approaches to identification, collection and use of good practices

• designed to guide you when identifying and documenting good practices

www.fao.org/knowledge/goodpractices/gphome/

A checklist on metadata is also included in the template
Validation

The validation process includes:

1. Quality control
2. Peer review
3. Following editorial guidelines
4. Editing, rewriting
5. Using graphic design for easy reading
Different types of supports, formats according to the audience

• **Documenting** is the start

• **Sharing** with different audiences is necessary for the adoption
  e.g. policy makers, farmer organizations, extension workers, men and women farmers

• **Select the appropriate format/channel/media** to disseminate and share
  see “Communicating gender for rural development”
How do we share?

• **Media**
  – Mass media: radio, television, press
  – Traditional media: theatre, song, dance, proverbs, puppets
  – Social media: blog, wiki, Twitter, Facebook ......

• **Audio-visual and written supports**
  – Films, pictures, posters ...

• **New information and communication technologies (ICTs)**
  – Mobile phones, Internet

• **Communication methods**
  – Share fairs, events, exchange visits
  – Briefing – debriefing ...
Remember to …

• **Archive** your good practices in FAO corporate document repository

• **Publish** on your web site

• **Make linkages** with other web sites
References

• FAO Good Practices Web site
  www.fao.org/knowledge/goodpractices/fr/

• Knowledge Sharing Toolkit
  www.kstoolkit.org

• FAO Capacity Development
  www.fao.org/capacitydevelopment/

• FAO-Belgium Partnership Programme
  “Knowledge management and Gender"
  www.fao.org/knowledge/km-gender/
Who to contact

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