

BEYOND HEADCOUNTS: A TOOL FOR MONITORING WOMEN'S AND MEN'S EFFECTIVE PARTICIPATION IN MEETINGS AND WORKSHOPS

The table below is a tool for [analyzing gender equity in meetings and workshops](#), not only considering the balance of men and women taking part, but also the quality of their participation and contribution to dialogue and decision making. The use of the tool is simple: ask at least one person to complete this sheet during the meeting/workshop. After the event, the results are presented to the participants with a reflection on possibilities to maintain or improve the quality of participation in the future, pending on the level of equitable participation results achieved.

	Women	Men	Observations
# of participants			<hr/> <hr/> <hr/> <hr/>
# of participants who present or express their opinion			<hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
# of participants who propose something that is accepted or adopted			<hr/> <hr/> <hr/> <hr/> <hr/> <hr/>

