



Lesson 3.3a

Analysis Introduction, Collation and Evaluation

Lesson Content

**Analysis
Overview**

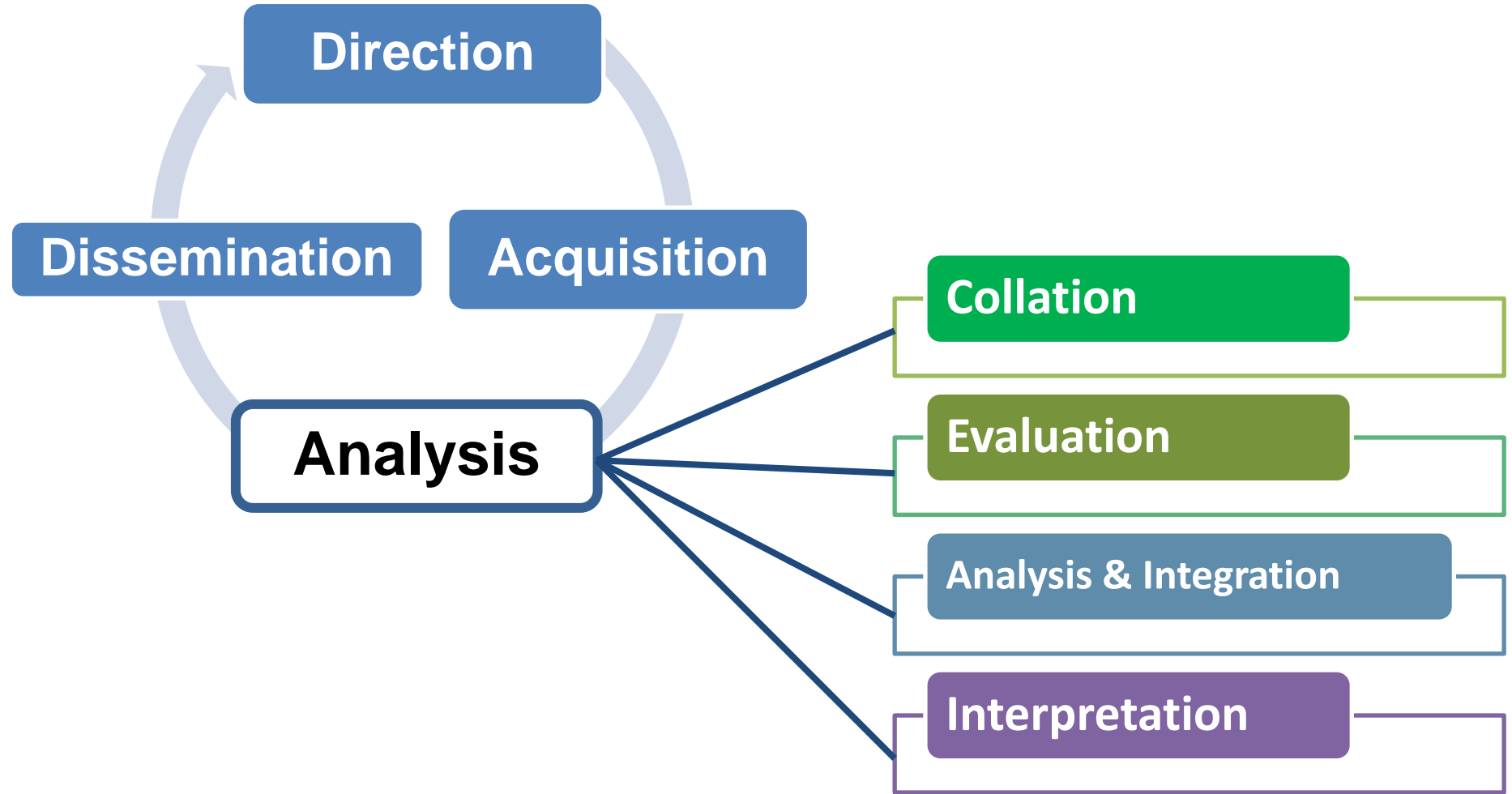
Collation

Evaluation

Learning Outcomes

- Explain the importance of Analysis
- Explain the importance of Collation and Evaluation
- Explain that collation systems are adaptable
- Explain how to evaluate information, include :
Reliability and Credibility

Analysis



Turn information into a finished product through process

Step One: Collation – Why?

- Information recorded in a common format
- No information lost
- Information sorted
- Information easy to retrieve
- Information accessible to all relevant personnel
- Information is secure



Collation - How

- Identify and register each piece of information
- Sort according to :
 - Date of information
 - Date received
 - Source (credibility and reliability)
 - Type of information
 - Subject of information
 - Link to PIRs, IRs if appropriate



- Standardization – develop and enforce a naming convention
- Translation

Microsoft Excel interface showing the ribbon with tabs: Accueil, Insertion, Mise en page, Formules, Données, Révisions, Affichage. The ribbon includes groups for Cells, Font, Alignment, Numbers, Styles, Cells, and Editing. The active cell is E27.

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
1	Date Received	Date of Information	Source	Evaluation	Subject	Type of Information	Classification	PR	Document						
2	01-juin-19	30-mai-19	A2	NA 3	Armed Group	HUMNT	Confidential	PR1	AG_Mouvement.doc						
3	05-juin-19	02-juin-19	C2	Village X	Economic	HUMNT	Confidential	PR3	Local Economy.doc						
4	10-juin-19	09-juin-19	C3	Town Y	Social	HUMNT	Unclassified	Not Applicable	Social Change.doc						
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Monthly, Weekly, or daily worksheets

Acquisition agency worksheets

Specialized worksheets

Collaboration - Excel

File Home Insert Page Layout Formulas Data Review View Undo Connections Undo Data Tell me what you want to do

Get Data From Files From Tables Recent Existing Refresh All Queries & Connections Sort Filter Clear Filter Apply Advanced Text to Columns Flash Fill Remove Duplicates Data Validation

UPDATES AVAILABLE Updates for Office are ready to be installed, but first we need to close some apps. Update now

	A	B	C	D	E	F	G	H	I	J	K
1	Date Received	Date of Information	Source	Evaluation	Location	Subject	Type of Information	Classification	PIR	Document	
2	01-Jun-18	30-May-18	ISR Coy	A3	NAI 3	Armed Groups	HUMINT	Confidential	PIR 1	AG_Movement.doc	
3	05-Jun-18	02-Jun-18	Jackal	C2	Village X	Economic	HUMINT	Confidential	PIR 3	Local Economy.doc	
4	10-Jun-18	09-Jun-18	NDD Y	C3	Town Y	Social	HUMINT	Unclassified	Not Applicable	Social Change.doc	
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Monthly, weekly, or daily sheets

Agency Worksheets

Jun 2018 1st Bn 2nd Bn 3rd Bn ISR Coy

Collation Exercise

- In Class Exercise:
 - Time 10 Minutes
 - Decide what *headings* your syndicate would use for the collation of data
 - Be prepared to present your results

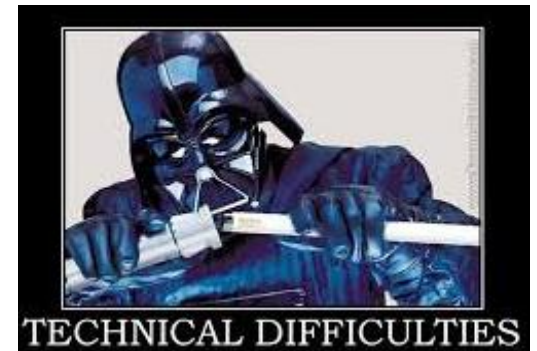


"PENTON, IS YOUR FILING SYSTEM BASED ON THE CHAOS THEORY AND ENTROPY?"

Considerations

Information Technology:

- Continuous electrical supply
- Enough communication availability
- Available software
- Security classification and access control
- Memory usage
- Skilled operator/human resources
- Back Up/Recovery



Be pragmatic:

- Prioritize information
- Constantly reshape database and filter relevant information

Use recording and visual aids:

- Annotated Maps, ORBATs, XL or Word documents with hyperlinks to data files timelines, diagrams and matrices

Evaluation

WHY

- Assigns a value to incoming data
- Enhances accuracy of an assessment
- Gives confidence to the analyst
- Acts as a caveat

Evaluation - How

- Information is examined
- Regard to reliability of source
- Regard to credibility of content
- Acquisition normally evaluates
- Caveat – sources registered, higher HQs may assign different reliability
- Source registration limits circular reporting / better assessments
- Credibility – often not apparent to collector, usually a HQ role

Evaluation - rating

SOURCE RELIABILITY		
RATING	EVALUATION	OBSERVATION
A	Reliable	No doubt of authenticity, trustworthiness, or competency; has a history of complete reliability
B	Usually Reliable	Minor doubt about authenticity, trustworthiness, or competency; has a history of valid information most of the time
C	Fairly Reliable	Doubt of authenticity, trustworthiness, or competency but has provided valid information in the past
D	Not Usually Reliable	Significant doubt about authenticity, trustworthiness, or competency but has provided valid information in the past
E	Unreliable	Lacking in authenticity, trustworthiness, and competency; history of invalid information
F	Cannot Be Judged	No basis exists for evaluating the reliability of the source

The acquisition agency *usually* evaluates the reliability of the source:

- Caveat: Sources must be registered, and higher HQs may assign a different level of reliability.

Evaluation - rating

CREDIBILITY OF INFORMATION

RATING	EVALUATION	OBSERVATION
1	Confirmed	Confirmed by other independent sources; logical in itself; Consistent with other information on the subject
2	Probably True	Not confirmed; logical in itself; consistent with other information on the subject
3	Possibly True	Not confirmed; reasonably logical in itself; agrees with some other information on the subject
4	Doubtfully True	Not confirmed; possible but not logical; no other information on the subject
5	Improbable	Not confirmed; not logical in itself; contradicted by other information on the subject
6	Cannot Be Judged	No basis exists for evaluating the validity of the information

Evaluation - rating

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A5

B2

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Take Away

- The primary objective of collation is to make sure that no information is lost, and all information is easy to retrieve
- All information needs to be recorded and sorted in a common format
- Always consider issues around IT, pragmatism and the use of recording and visual aids
- Evaluation is achieved through: Verification, Comparison and Rating
- To rate a piece of information, its credibility and source reliability is assessed

Questions

Learning activity

▪ Read the Collation and Evaluation Exercise sheet

- 07 Jul 18: A Garland Armed Forces (GAF) officer reports that the GAF, who UNMMIG has been reliable in the past, unit controlling the border crossing to the west of Gulu states that it has received reports of some 4x4 vehicles entering, 06 Jul 18 Garland along UN approved roads .
- 08 Jul 18: A source (**Grant**) about which there has been some doubt about authenticity reported to a Sector East Long-Range Reconnaissance HUMINT team that 'the price of weapons in the local markets at Otwal, Monla and Apala has doubled in the 07th Jul 18. The price of ammunition has also doubled'. Other local sources, and some International NGOs appear to confirm this report.

- Collate the reported information according to the table
- Use the evaluation tables for rating

Date of information	Date of acquisition	Source	Rating	Subject	Location

Learning activity possible answers

Serial number	Date of information	Date of acquisition	Source	Rating	Subject
1.1	06 Jul 18	07 Jul 18	A Garland Armed Forces (GAF) officer	A/2, A/3,A/4 Or B/2, B/3,B/4	4x4 vehicles entering Garland along un approved roads
1.2	07 Jul 18	08 Jul 18	Grant,	A/1, A/2 Or B/1, B/2 Or C/1, C/2,	the price of weapons and ammunition in the local markets has doubled