

Namati Guide: Case Study Template

Subject Details:

Subject name:

Subject position or role:

Name of organization (if applicable):

Organization URL:

Organization address and phone number:

Your contact information: phone number, email address, skype, twitter, facebook

Location:

Language(s):

Context

City/Town/Village name,

Group, population, or description:

Country:

Post-conflict?

Dual legal system?

Paralegals recognized formally?

Other important details?

Guiding questions for case description:

Beginning

How did you find out about this issue?

Briefly describe the problem as it was presented to you.

Who were the main people involved? Institutions?

Brief description of each major character: age, gender, socioeconomic standing, living situation, job or regular responsibilities, manner/personality/attitude, relevant physical characteristics (eg. Pregnant? Disability? Injury?)

Did you talk to other players in the case? What were their perspectives?

What was the problem as you saw it?

Middle

Step by step chronology of case: actions taken, responses to actions taken.

Who did you turn to for support during the process?

Describe any major roadblocks.

How did you employ original thinking?

How did your local knowledge help you to resolve the case?

What techniques did you use for overcoming challenges?

Describe any moments where the case became more complex. Did anyone stand in the way?

Did you have to get community members involved? Family members?

Did you address interpersonal issues?

Did you have to change course in your approach? If so, how?

End

Did the issue get resolved? If so, how?

If not, why not, and what is the current situation now? What's new in the situation?

Did you form alliances or partnerships in order to effectively resolve the issue? If so, with whom?

Have you ever handled a case like this before?

How are things different now?

Has perception or behavior changed?

How have things changed for the client? For others involved in the case?

Follow Up Questions:

Lessons learned

Positive lessons – what worked out well?

Negative lessons – what didn't work out so well?

What are the implications of the case, if any – Locally? Nationally? Internationally?

Next steps?

Further analysis

What were the main challenges?

What were the smaller challenges? These are also important for the story.

What are the ongoing challenges people are facing? How do these challenges affect them?

Were there any particular challenges in working with this particular client?

Were there any particular challenges in working with officials – or others in positions of power - during the case?

Quotes

Include three or more quotes from the subject that illustrate an important element of the case.

Quote 1:

Quote 2:

Quote 3:

Supplementary materials

Include related material like letters, drawings, audio or video recordings, photographs, and data.