1. Composing an expert group
2. Context analysis and formulation of key questions
3. Search of the literature and critical appraisal of the existing evidence
4. Formulation of recommendations and first draft of guideline
5. Commentary phase
6. Final test version of the guideline

Step 1 **Needs Assessment**	• Plan needs assessment or problem analysis • Assess health, quality of life, behaviour, and environment • Assess capacity • Establish programme outcomes
Step 2 **Matrices**	• State expected changes in behaviour and environment • Specify performance objectives • Specify determinants of the target behaviour of the at risk group • Create matrices of change objectives
Step 3 **Theory-Based Methods and Practical Strategies**	• Review programme ideas with interested participants • Identify theoretical methods • Choose programme methods • Select or design strategies • Ensure that strategies match change objectives
Step 4 **Programme**	• Consult with intended participants and implementers • Create programme scope, sequence, theme, and materials list • Develop design documents and protocols • Review available materials • Develop programme materials • Pretest programme materials with target groups and implementers and oversee materials production
Step 5 **Adoption and Implementation Plan**	• Identify adopters and users • specify adoption, implementation, and sustainability performance objectives • Specify determinants and create matrix • Select methods and strategies • Design interventions to affect programme use
Step 6 **Evaluation Plan**	• Describe the programme • Describe programme outcomes and effect questions • Write questions based on matrix • Write process questions • Develop indicators and measures • Specify evaluation designs

Evaluation

Implementation