



Berlin Training for International Development Cooperation

Preliminary Course Programme

Management of Development Projects (18 – 29 July 2016)

Trainer: Mrs Gabriele Struck



| Week One | | | | | | | |
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| Day /Time | Part 1 9:00 -10:30 | | Part 2 11:00 – 12:30 | | Part 3 13:30 – 15:00 | | Part 4 15:30 – 17:00 |
| Monday (18.07.2016) | Registration (8.30 am) Welcome SLE Team SLE-Presentation SLE Team Introduction Gabriele Struck World Café | Coffee Break | Introduction to the PM course Organisation and structure of the course Goals of the course Programme Methodology of the course Ground Rules – group contract of the course | Lunch Break | Integrated Approach Key elements of project management – an interactive exercise Problem Solving Cycle | Coffee Break | Key elements of Group and Teamwork Assessment of working groups and agreements relating to case studies to work on Reflection of Day's Learning and Evaluation of Day's Work |
| | Introduction to PM From Project Cycle Management (PCM) to Managing for Development Results – Management Approaches for Development Projects The Logical Framework Approach – a tool for all phases | | Logical Framework Approach Group work Step 1: Stakeholder Analysis Introduction to the Case Study | | Logical Framework Approach - continued | | Logical Framework Approach - continued Presentation of group works results in sub-plenaries Reflection of Day's Learning and Evaluation of Day's Work |

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| Day /Time | Part 1 9:00 -10:30 | | Part 2 11:00 – 12:30 | | Part 3 13:30 – 15:00 | | Part 4 15:30 – 17:00 |
| Wednesday (20.07.2016) | <p>Logical Framework Approach</p> <p>Group work</p> <p>Step 2: Problem Analysis</p> | | <p>Logical Framework Approach</p> <p>Step 3: Analysis of Objectives</p> <p>Step 4: Strategy Analysis</p> | | <p>Logical Framework Approach</p> <p>Presentation of group works results in sub-plenaries</p> | | <p>Introduction to the Logical Framework Matrix</p> <p>Setting up of a Logical Framework Matrix</p> <p>Reflection of Day's Learning and Evaluation of Day's Work</p> |
| Thursday (21.07.2016) | <p>Logical Framework Matrix</p> <p>Group work:</p> <ul style="list-style-type: none"> - Intervention logic - Indicators - Assumptions - Means of Verification | Coffee Break | <p>Logical Framework Matrix</p> <p>- continued -</p> | Lunch Break | <p>Logical Framework Matrix</p> <p>- continued -</p> | Coffee Break | <p>Logical Framework Matrix</p> <p>Presentation of group works results in plenary</p> <p>Reflection of Day's Learning and Evaluation of Day's Work</p> |
| Friday (22.07.2016) | <p>Impact Orientation in Project Planning – Managing for Development Results</p> <p>Result Chains</p> | | <p>Impact Orientation in Project Planning – Managing for Development Results</p> <p>- continued -</p> | | <p>Week evaluation</p> <p>Framework Programme:</p> <p>Visit to Federal Ministry for Economic Cooperation and Development (BMZ) (tbc)</p> | | <p>Framework Programme</p> <p>Visit to Federal Ministry for Economic Cooperation and Development (BMZ) (tbc)</p> |

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| Day /Time | Part 1 9:00 -10:30 | | Part 2 11:00 – 12:30 | | Part 3 13:30 – 15:00 | | Part 4 15:30 – 17:00 |
| Monday (25.07.2016) | PM - Activity Plan and Operational Responsibility Introduction Group work | Coffee Break | Development of an Activity Plan with the Help of PM Standards Group work – continued - Presentation of group works results in plenary | Lunch Break | Monitoring and Evaluation Introduction to important key factors for monitoring and evaluation Group work Presentation and discussion of group work results in plenary | Coffee Break | Monitoring and Evaluation Tools and Instruments Reflection of Day's Learning Evaluation of Day's Work |
| Tuesday (26.07.2016) | Monitoring and Evaluation – continued - | | Monitoring and Evaluation - continued - | | Monitoring and Evaluation - continued - | | Monitoring and Evaluation - continued - Reflection of Day's Learning Evaluation of Day's Work |
| Wednesday (27.07.2016) | Introduction to Organisations Preparation of visits Group work | | Framework programme Visits to NGOs and find out about PM in Development Organisations in Berlin | | Evaluation of organisation visits' and preparation of presentation | | Evaluation of organisation visits' and preparation of presentation - continued - |

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| Thursday (28.07.2016) | Evaluation of organisation visits' and preparation of presentation Group work Plenary Presentation and discussion of organisation visits' results | Evaluation of organisation visits' and preparation of presentation Plenary Presentation and discussion of organisation visits' results | Moderation and Facilitation in groups Reflection of experiences and conclusions | Individual consulting for interested participants free time for all others |
| Friday (29.07.2016) | Open questions / topics Participants best practices | How do we stay in contact? Course evaluation | Closure 14:00 Certificates | “Auf Wiedersehen” “Good-Bye” |