

SLE TRAINING. Management of Development Projects

Trainer: Ms Gabi Struck

Duration: June 17-28, 2019, 10 days

Course programme first week



| Time | Monday, 17.06.2019 | Tuesday, 18.06.2019 | Wednesday, 19.06.2019 | Thursday, 20.06.2019 | Friday, 21.06.2019 |
|---------------------|---|---|---|--|---|
| 9.00 - 10.30 | <p>Registration (8.30 am) Welcome (9.00 am)</p> <p>Introduction</p> <ul style="list-style-type: none"> Participants getting to know each other and participants' expectations (World Café) | <p>Introduction to PM</p> <ul style="list-style-type: none"> Intern. Cooperation – principles and overarching goals (SDG, Paris Declaration) From Project Cycle Mngt. (PCM) to Managing for Development Results – Mngt. Approaches for Dev. Projects | <p>Logical Framework Approach</p> <ul style="list-style-type: none"> Group work Step 2: Problem Analysis | <p>Introduction to the Results Matrix</p> <ul style="list-style-type: none"> Setting up a Result Chain Matrix Input and group work | <p>Results Matrix</p> <ul style="list-style-type: none"> Input and group work Step 4: Means of Verification |
| Coffee break | | | | | |
| 11.00 - 12.30 | <p>Introduction to the MDP course</p> <ul style="list-style-type: none"> Organization, structure, goals and methodology Ground Rules – group contract of the course, organizational issues, distribution of tasks | <p>The Logical Framework Approach – a tool for all phases</p> <ul style="list-style-type: none"> Input on LFA and group work Introduction to the Case Study Step 1: Stakeholder Analysis | <p>Logical Framework Approach</p> <ul style="list-style-type: none"> Step 3: Analysis of Objectives Step 4: Strategy Analysis | <p>Results Matrix</p> <ul style="list-style-type: none"> Input and group work Step 1: Result Chain | <p>Results Matrix</p> <ul style="list-style-type: none"> Presentation of group work results in plenary |
| Lunch break | | | | | |
| 14.00 - 15.30 | <p>Integrated Approach</p> <ul style="list-style-type: none"> Key elements of project management – an interactive exercise <p>Problem Solving Cycle</p> | <p>Logical Framework Approach</p> <ul style="list-style-type: none"> Step 1: Stakeholder Analysis | <p>Logical Framework Approach</p> <ul style="list-style-type: none"> Presentation of group work results in plenary | <p>Results Matrix</p> <ul style="list-style-type: none"> Input and group work Step 2: Assumptions/ Risks | <p>Monitoring and Evaluation</p> <ul style="list-style-type: none"> Introduction to important key factors for monitoring and evaluation |
| Coffee break | | | | | |
| 15.45 - 17.00 | <p>Key elements of Group and Teamwork</p> <ul style="list-style-type: none"> Assessment of working groups and agreements relating to case studies to work on Reflection of day's learning and evaluation of day's work | <p>Logical Framework Approach</p> <ul style="list-style-type: none"> Presentation of group work results in plenary Reflection of day's learning and evaluation of day's work | <p>Impact Orientation in Project Planning – Result Chain</p> <ul style="list-style-type: none"> Reflection of day's learning and evaluation of day's work | <p>Results Matrix</p> <ul style="list-style-type: none"> Input and group work Step 3: Indicators Reflection of day's learning and evaluation of day's work | <ul style="list-style-type: none"> Week evaluation |

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| Time | Monday, 24.06.2019 | Tuesday, 25.06.2019 | Wednesday, 26.06.2019 | Thursday, 27.06.2019 | Friday, 28.06.2019 |
|---------------------|--|---|---|---|--|
| 9.00 - 10.30 | PM - Activity Plan and Operational Responsibility <ul style="list-style-type: none"> Input and group work | Monitoring and Evaluation <ul style="list-style-type: none"> Tools and Instruments | Introduction to Organisations <ul style="list-style-type: none"> Preparation of visits Group work | Evaluation of organisation visits' <ul style="list-style-type: none"> Plenary presentation and discussion of organization visits' results | Open questions / topics Participants best practices |
| Coffee break | | | | | |
| 11.00 - 12.30 | Development of an Activity Plan with the help of PM Standards <ul style="list-style-type: none"> Group work Presentation of group work results in plenary | Monitoring and Evaluation Tools and Instruments | Excursion <ul style="list-style-type: none"> Visit to VENRO - Umbrella organisation of development and humanitarian aid NGOs Speaker: Lili Krause (11 am) | Evaluation of organisation visits' and preparation of presentation <ul style="list-style-type: none"> Plenary presentation and discussion of organisation visits' results | Evaluation of the course |
| Lunch break | | | | | |
| 14.00 - 15.30 | Monitoring and Evaluation <ul style="list-style-type: none"> Tools and Instruments | New challenges in Project Management <ul style="list-style-type: none"> VUCA/ Fragility Do No Harm Theory of Change | Excursion in small groups <ul style="list-style-type: none"> Visits to NGOs to find out about PM in development organizations in Berlin Bread for the World, Rosa Luxemburg Foundation, finep (tbc) | Moderation and Facilitation in groups <ul style="list-style-type: none"> Reflection of experiences and conclusions | Closure and Certificates |
| Coffee break | | | | | |
| 15.45 - 17.00 | Monitoring and Evaluation <ul style="list-style-type: none"> Tools and Instruments Reflection of day's learning and evaluation of day's work | New challenges in Project Management <ul style="list-style-type: none"> Reflection of day's learning and evaluation of day's work | Evaluation of organisation visits' and preparation of presentation | Individual consulting for interested participants -free time for all others- | Good Bye! Auf Wiedersehen! |