# SLE TRAINING. Management of Development Projects

**Trainer:** Ms Gabi Struck  
**Course programme first week**

<table>
<thead>
<tr>
<th>Time</th>
<th>Monday, 17.08.2020</th>
<th>Tuesday, 18.08.2020</th>
<th>Wednesday, 19.08.2020</th>
<th>Thursday, 20.08.2020</th>
<th>Friday, 21.08.2020</th>
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| 9.00 - 10.30 | Registration (8.30 am) Welcome (9.00 am) | Introduction to PM  
- Intern. Cooperation – principles and overarching goals (SDG, Paris Declaration)  
- Group work  
- Step 2: Problem Analysis | Introduction to the Results Matrix  
- Setting up a Result Chain Matrix  
- Input and group work | Results Matrix  
- Input and group work  
- Step 4: Means of Verification |
| 11.00 - 12.30 | Introduction to the MDP course  
- Organization, structure, goals and methodology  
- Ground Rules – group contract of the course, organizational issues, distribution of tasks | The Logical Framework Approach – a tool for all phases  
- Input on LFA and group work  
- Introduction to the Case Study  
- Step 1: Stakeholder Analysis | Logical Framework Approach  
- Step 3: Analysis of Objectives  
- Step 4: Strategy Analysis | Results Matrix  
- Input and group work  
- Step 1: Result Chain | Results Matrix  
- Presentation of group work results in plenary |
| 14.00 - 15.30 | Integrated Approach  
- Key elements of project management – an interactive exercise  
Problem Solving Cycle | Logical Framework Approach  
- Step 1: Stakeholder Analysis | Logical Framework Approach  
- Presentation of group work results in plenary | Results Matrix  
- Input and group work  
- Step 2: Assumptions/Risks | Monitoring and Evaluation  
- Introduction to important key factors for monitoring and evaluation |
| 15.45 - 17.00 | 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 | Logical Framework Approach  
- Presentation of group work results in plenary  
- Reflection of day’s learning and evaluation of day’s work | Impact Orientation in Project Planning – Result Chain  
- Reflection of day’s learning and evaluation of day’s work | Results Matrix  
- Input and group work  
- Step 3: Indicators  
- Reflection of day’s learning and evaluation of day’s work |  
- Week evaluation |
**SLE TRAINING. Management of Development Projects**

**Trainer:** Ms Gabi Struck  
**Course programme second week**  
**Duration:** August 17-28, 2020, 10 days

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<tr>
<th>Time</th>
<th>Monday, 24.08.2020</th>
<th>Tuesday, 25.08.2020</th>
<th>Wednesday, 26.08.2020</th>
<th>Thursday, 27.08.2020</th>
<th>Friday, 28.08.2020</th>
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| 9.00 - 10.30  | PM - Activity Plan and Operational Responsibility  
                 ● Input and group work | Monitoring and Evaluation  
                 ● Tools and Instruments | Introduction to Organisations  
                 ● Preparation of visits  
                 ● Group work | Evaluation of organisation visits'  
                 ● Plenary presentation and discussion of organization visits' results | Open questions / topics  
                 Participants best practices |
| 11.00 - 12.30 | Development of an Activity Plan with the help of PM Standards  
                 ● Group work  
                 ● Presentation of group work results in plenary | Monitoring and Evaluation  
                 Tools and Instruments | Excursion  
                 ● Visit to VENRO - Umbrella organisation of development and humanitarian aid NGOs (tbc) | Evaluation of organisation visits' and preparation of presentation  
                 ● Plenary presentation and discussion of organisation visits' results | Evaluation of the course |
| 14.00 - 15.30 | Monitoring and Evaluation  
                 ● Tools and Instruments | New challenges in Project Management  
                 ● VUCA/ Fragility  
                 ● Do No Harm  
                 ● Theory of Change | Excursion in small groups  
                 ● Visits to NGOs to find out about PM in development organizations in Berlin | Moderation and Facilitation in groups  
                 ● Reflection of experiences and conclusions | Closure and Certificates |
| 15:45 - 17:00 | Monitoring and Evaluation  
                 ● Tools and Instruments  
                 ● Reflection of day's learning and evaluation of day's work | New challenges in Project Management  
                 ● 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! |