

PROJECT DESIGN CERTIFICATION PROGRAMME





Overview

This tutor-based online certification programme provides a practical approach to project design, helping professionals reach their long-term goals. It brings together experts in project management and resource mobilization as well as creative thinkers, in a collaborative and instructive online space.

Are you ready to become a certified project design professional?



Why a project design certification programme?

Organizations require their staff to develop and implement projects in their respective areas of specialization. These professionals are often highly specialized in their technical area, but lack the competencies needed to design well-structured and complete projects.

This certification programme contributes to closing this skills gap and enhancing the candidates' personal skills and this way strengthening their capacity to design successful projects and to mobilize resources.

After all, a well-written project document

- is the first step in ensuring project success, and
- is the best entry point for fundraising and partnership building.

What will I be able to do?

- Identify project opportunities for an organization
- Use a set of tools and techniques to identify, design, plan, and budget projects
- Develop a project document and mobilize resources
- Identify potential partnerships for development cooperation







What certification will I get as a successful candidate?

- You will obtain a certificate of achievement once you have completed successfully the programme requirements.
- This certificate will demonstrate that you possess the right knowledge, skills and attitudes to design development projects.
- At the end of the programme, you will have designed and completed a project document as part of the certification programme - a great addition to your CV!

Why should I join?

This course is delivered through distance learning and deployed on the ITCILO e-campus. It frees you from the classroom and gives you the flexibility to complete the learning modules at your own pace and to fit the weekly assignments and the project within your own schedule.

- Project design skills are essential to professionals working in development.
- Employers that sponsor participants obtain project documents ready for use.
- Participants receive a professional certification attesting their capacity to design projects.
- The programme was developed and is implemented by project management experts and practitioners.
- Participatory activities include self-guided modules, an online forum, practical assignments, coaching and tutoring.
- Participants get permanent access to the project design toolkit.

Who takes this course?

- Development cooperation professionals
- Technical specialists active in the development sector
- Resource mobilization officers
- Project managers and assistants
- Programming and planning officials



What are the programme objectives?

At the end of the programme, you will:

- Have demonstrated that you can apply project identification, design and planning processes and use management tools and techniques to design effectively projects.
- Have understood the social complexity of development project and acknowledged the importance of stakeholders' participation in project design.
- Have produced a complete project document using recognized international norms under guided supervision.

What does the programme contain?

The programme is divided into 10 modules which require 7 - 10 hours of effort from candidates per week. On a weekly basis, learning modules are deployed.

1. Introduction to Project Cycle Management (PCM) and to the project documents
2. Situation analysis: stakeholder and target group analysis
3. Situation analysis: problem analysis
4. Strategic planning and assessment of alternatives
5. The logical framework, the results chain and the theory of change
6. Assumptions and risk management
7. Monitoring and evaluation
8. Operational planning and budgeting
9. Institutional arrangements and implementation modalities
10. Introduction to Project Funding Mechanisms and Modalities
Optional module on Soft Skills

Module 1: Project Cycle Management

- Introduction
- 1. What is a project?
- 2. The characteristics of a project
- 3. The project lifecycle
- 4. The process of project cycle management
- 5. The role of project cycle management
- 6. The role of project cycle management
- 7. The role of project cycle management
- 8. The role of project cycle management
- 9. The role of project cycle management
- 10. The role of project cycle management

Introduction

Yuliya's Learning Journey

Yuliya receives a disappointing email, her employment contract is ending. She then starts a quest to identify and design a project. On her path, she finds colleagues, Thierry and Zakaria, who promise her their support, but who don't share the same ethics. When potential local partners start to have interest in a project and in Yuliya everything on that was simple on paper becomes soon complicated...

Yuliya starts to wonder... why and how should one implement a project? How can one design a big project in the future? And what is a project actually? Thierry expands his philosophy about the latter questions.



During this course, you will travel along with Yuliya and her team. Together you will acquire a detailed understanding of what a project is characterized by and what the project cycle management

- The characteristics of a project
- The project lifecycle
- The process of project cycle management
- The role of project cycle management
- The role of project cycle management
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- The role of project cycle management
- The role of project cycle management



Most likely, you already possess quite some intrinsic knowledge on what a project is. Click on the hotspots below, starting with START and following the numbers until you end at FINISH, to learn from Professor Thierry just how much you are already familiar with projects.



Module 8: Project Indicators, Monitoring & Evaluation

- 1. What is Monitoring & Evaluation?
- 2. Why is Monitoring & Evaluation important?
- 3. How to monitor the implementation of a project?
- 4. How to evaluate the impact of a project?
- 5. What are the evaluation criteria?

You cannot put Monitoring and Evaluation approaches into a box!

"As the panel demonstrates, it seems there is no box to clearly fit monitoring and evaluation in. Panelists disagree on definition, types of evaluation questions and on monitoring and evaluation approaches."



"Why not? Because in the monitoring and evaluation world, managers, evaluators, monitoring and evaluation specialists, among others, are unconsciously biased by their perception of the word."

Each of us possesses the complexity of programmes and projects from a different paradigm...

Thierry Thierry

Module 4: Situation Analysis - Problem Analysis

- 1. How to understand the nature of a problem?
- 2. How to identify the problem?
- 3. What are the underlying causes?



Knowledge check

Did you understand the content of this chapter? Check your knowledge with the quiz below.

Which tools and techniques are used to break down complex problems into cause-and-effect?

- 1. Why technique
- 2. Problem tree
- 3. Problem tree

Module 3: Situation Analysis - Stakeholder Analysis and Target Group Analysis

- 1. What is a stakeholder?
- 2. What is a stakeholder analysis?
- 3. How to identify the stakeholders and map them?
- 4. How to manage stakeholder interests and expectations?
- 5. How to manage stakeholder interests and expectations?
- 6. How to manage stakeholder interests and expectations?

What is a stakeholder analysis?



"This chapter will provide you with tools and techniques to get an in-depth overview of your stakeholders in terms of their interests, resources, motivations, expectations and perceptions."

Thierry Thierry

Zakaria is in a complex social system

Zakaria's project stakeholders quickly rejected the project proposal. Before that video-call, he was confident that his local partners would have approved the project document. The local reality, however, has taught him something different. He promised Yuliya a job on this project which is now unlikely to materialize. He is looking out for his and, above all, for his help...

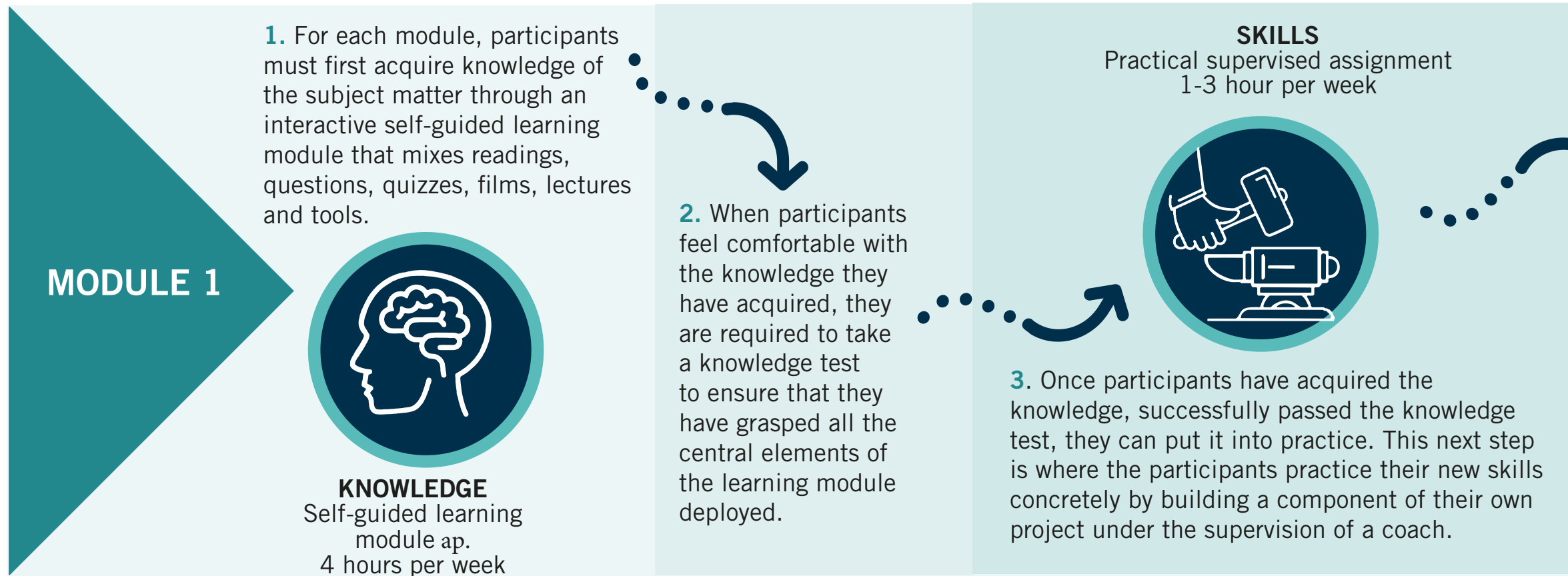


Paradigms

rights, approaches and techniques in the field stem from the co-existence of these main



What approach and methodology is used to deliver the online



course?

4. Through each module, the candidates are also led to reflect on the human, ethical and moral aspects, in other words the attitudes to adopt, in order to design projects that will be firmly anchored in the institutions and that will succeed.



ATTITUDES

Reflections and discussions
1 hour per week

NEXT MODULE

Assessing the certification programme candidates

- Each week, participants build a component of their project document, these single pieces are assessed and graded all along the implementation of the programme.
- Nevertheless, to assess the coherence and relevance of the project proposal built piece-by-piece throughout the modules, participants are ultimately required to assemble all elements to complete and write an entire project document in its light version.
- It is through the project document that programme assessors can ultimately perform the certification of project designers.

THIERRY
MARCHANDISE

CLAUDIA
DEHL

YULIYA
DZHULYK

ZAKARIA
ELGHORMLI

JEANETTE
SHALABI

MARIA
LOS RIOS

"Unique, Informative,
Interactive & Fun" -
former participant



A PROJECT'S JOURNEY

THE QUEST FOR A PARTNERSHIP

DIRECTOR/SCREENWRITER: GUILLAUME MERCIER
PRODUCTION: LISA LEYSSENS | FILM: FILMINE



Who is behind the programme?

The content experts behind this course are ITCILO staff, project management consultants/experts and e-learning firms who collaborate with the ITCILO.

What are the technical requirements needed?

For a successful interactive learning experience, you need a computer or telephone with a good Internet connection and speakers. This course often makes use of multimedia material, some of which may take a little longer to display if your connection is not good. We offer three ways of accessing our courses, the classic one using a PC and browser (we recommend Chrome/Firefox/Safari), or via mobile phone using the browser (we recommend Chrome/Safari) or via our eCampus ITCILO App.



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