



# **Training Course on Measuring ICT Access and Use in Households and Businesses**

*Organised jointly by ITU, UNCTAD and ECA*

**Addis Ababa, Ethiopia**

**13-24 July 2009**

# AGENDA

## ***PART A: ICT Statistics on Households and Individuals***

### **Monday, 13 July 2009**

8:45 - 9:00	Registration of participants
9:00 - 10:00	<b>Opening session</b> (ITU, ECA)
10:00 - 11:00	<b>Introduction to the course:</b> <i>Contents, objectives and methodology</i> Presentation of instructor and participants
11:00 - 11:20	<i>Break</i>
11:20 - 11:30	Group Photo Session
11:30 - 13:00	<b>Module H-1: Introduction to household ICT statistics. Survey planning and preparatory work</b>
13:00 - 14:00	<i>Lunch</i>
14:00 - 15:30	<b>Module H-1: Introduction to household ICT statistics. Survey planning and preparatory work (cont.)</b>
15:30 - 15:45	<i>Break</i>
15:45 - 17:00	<b>Module H-1: Introduction to household ICT statistics. Survey planning and preparatory work (cont.)</b>
17:00 - 17:30	Test and Evaluation

### **Tuesday, 14 July 2009**

9:00 - 10:30	<b>Module H-2: Statistical standards and topics. Data sources and collection techniques</b>
10:30 - 10:45	<i>Break</i>
10:45 - 13:00	<b>Module H-2: Statistical standards and topics. Data sources and collection techniques (cont.)</b>
13:00 - 14:00	<i>Lunch</i>
14:00 - 15:30	<b>Module H-2: Statistical standards and topics. Data sources and collection techniques (cont.)</b>
15:30 - 15:45	<i>Break</i>
15:45 - 17:00	<b>Module H-2: Statistical standards and topics. Data sources and collection techniques (cont.)</b>
17:00 - 17:30	Test and evaluation

### **Wednesday, 15 July 2009**

9:00 - 10:30	<b>Module H-3: Questionnaire design. Household Survey design</b>
10:30 - 10:45	<i>Break</i>
10:45 - 13:00	<b>Module H-3: Questionnaire design. Household Survey design (cont.)</b>
13:00 - 14:00	<i>Lunch</i>
14:00 - 15:30	<b>Module H-3: Questionnaire design. Household Survey design (cont.)</b>
15:30 - 15:45	<i>Break</i>
15:45 - 17:00	<b>Module H-3: Questionnaire design. Household Survey design (cont.)</b>
17:00 - 17:30	Test and evaluation

**Thursday, 16 July 2009**

9:00 - 10:30	<b>Module H-4: Data processing. Data quality and evaluation</b>
10:30 - 10:45	<i>Break</i>
10:45 - 13:00	<b>Module H-4: Data processing. Data quality and evaluation (cont.)</b>
13:00 - 14:00	<i>Lunch</i>
14:00 - 15:30	<b>Module H-4: Data processing. Data quality and evaluation (cont.)</b>
15:30 - 15:45	<i>Break</i>
15:45 - 17:00	<b>Module H-4: Data processing. Data quality and evaluation (cont.)</b>
17:00 - 17:30	Test and evaluation

**Friday, 17 July 2009**

9:00 - 10:30	<b>Module H-5: Data dissemination</b>
10:30 - 10:45	<i>Break</i>
10:45 - 12:30	<b>Module H-5: Data dissemination (cont)</b>
12:30 - 13:00	Test and evaluation
13:00 - 14:00	<i>Lunch</i>
14:00 - 15:00	<b>Final course evaluation and discussion</b> <b>Closing remarks</b>
15:00 - 16:00	<b>Handing out of Training Certificates</b>

***SPECIAL SESSION on Scan-ICT programme***

**Saturday, 18 July 2009**

9:00 - 10:00	<b>Introduction to Scan-ICT Programme</b>  <i>Discussion</i>
10:00 - 10:15	<b>Break</b>
10:15 - 12:00	<b>Scan-ICT Methodology Toolkit</b>  <b>Template for the Development of National Scan-ICT Phase III Proposal</b>  <b>The National Scan-ICT Phase III Process: The Implementation Schedule and Timeframe</b>
12:00 - 12:30	<b>Discussion and launch of Scan-ICT Phase III</b>

## ***PART B: ICT statistics on Businesses and on the ICT sector***

### **Monday, 20 July 2009**

8:45 - 9:00	Registration of participants
9:00 - 10:00	<b>Opening session</b> (UNCTAD, ECA)
10:00 - 11:00	<b>Introduction to the course:</b> <i>Contents, objectives and methodology</i> Presentation of participants
11:00 - 11:20	<i>Break</i>
11:20 - 11:30	Group Photo Session
11:30 - 13:00	<b>Module B-1: Understanding concepts and definitions of indicators on the use of ICT by businesses and the ICT sector</b>
13:00 - 14:00	<i>Lunch</i>
14:00 - 15:30	<b>Module B-1: Understanding concepts and definitions of indicators on the use of ICT by businesses and the ICT sector (cont.)</b>
15:30 - 15:45	<i>Break</i>
15:45 - 17:00	<b>Module B-1: Understanding concepts and definitions of indicators on the use of ICT by businesses and the ICT sector (cont.)</b>
17:00 - 17:30	Test and Evaluation

### **Tuesday, 21 July 2009**

9:00 - 10:30	<b>Module B-2: Developing an ICT data collection strategy in the business sector</b>
10:30 - 10:45	<i>Break</i>
10:45 - 13:00	<b>Module B-2: Developing an ICT data collection strategy in the business sector (cont.)</b>
13:00 - 14:00	<i>Lunch</i>
14:00 - 15:30	<b>Module B-2: Developing an ICT data collection strategy in the business sector (cont.)</b>
15:30 - 15:45	<i>Break</i>
15:45 - 17:00	<b>Module B-2: Developing an ICT data collection strategy in the business sector (cont.)</b>
17:00 - 17:30	Test and evaluation

### **Wednesday, 22 July 2009**

9:00 - 10:30	<b>Module B-3: Designing an ICT business survey</b>
10:30 - 10:45	<i>Break</i>
10:45 - 13:00	<b>Module B-3: Designing an ICT business survey (cont.)</b>
13:00 - 14:00	<i>Lunch</i>
14:00 - 15:30	<b>Module B-3: Designing an ICT business survey (cont.)</b>
15:30 - 15:45	<i>Break</i>
15:45 - 17:00	<b>Module B-3: Designing an ICT business survey (cont.)</b>
17:00 - 17:30	Test and evaluation

<b>Thursday, 23 July 2009</b>
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9:00 - 10:30	<b>Module B-4: Processing ICT survey data from businesses</b>
10:30 - 10:45	<i>Break</i>
10:45 - 13:00	<b>Module B-4: Processing ICT survey data from businesses (cont.)</b>
13:00 - 14:00	<i>Lunch</i>
14:00 - 15:30	<b>Module B-4: Processing ICT survey data from businesses (cont.)</b>
15:30 - 15:45	<i>Break</i>
15:45 - 17:00	<b>Module B-4: Processing ICT survey data from businesses (cont.)</b>
17:00 - 17:30	Test and evaluation

<b>Friday, 24 July 2009</b>
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9:00 - 10:30	<b>Module B-5: Disseminating data on the use of ICT by businesses and the ICT sector</b>
10:30 - 10:45	<i>Break</i>
10:45 - 12:30	<b>Module B-5: Disseminating data on the use of ICT by businesses and the ICT sector (cont)</b>
12:30 - 13:00	Test and evaluation of Module H-5
13:00 - 14:00	<i>Lunch</i>
14:00 - 15:00	<b>Final course evaluation and discussion</b> <b>Closing remarks</b>
15:00 - 16:00	<b>Handing out of Training Certificates</b>