

## 1. Course Code

2283

## 2. Course Title

ICT4D Special Experiment

## 3. Teacher

YAMANAKA, Atsushi

## 4. Term

(Fall 3) Spring 1 - Spring 2

## 5. Course Overview and Objectives

Objective of the course is to gain professional abilities to create, implement, monitor, and evaluate viable and appropriate e-Governance and other ICTD project/programme through familiarizing real life cases of e-Governance and other ICTD projects/programme in developing countries. The course will be “hands-on” and will be conducted as a “practicum” with ample discussions rather than series of lectures. Students taking the practicum are expected to actively participate in the discussions and other interactions which are expected during the course of the practicum.

## 6. Course Goals (Attainment Targets)

- (1) Understand fundamental concept of programme/project and its formulation
- (2) Understand key characteristics of best and worst examples in the e-Governance/e-Government (and other ICTD) implementations
- (3) Identify real problems of public administration and public service delivery and give possible solutions /remedies through using ICT tools
- (4) Familiarize with creation of realistic project document to initiate a project/initiative in e-Governance/e-Government (and other ICTD area)
- (5) Understand real life challenges to implementing e-Governance/Government (and other ICTD) Programme/Projects
- (6)

## 7. Correspondence relationship between Educational goals and Course goals

Educational goals of the school		Course Goals	
High level ICT skills	Basic academic skills		
	Specialized knowledge and literacy	(2)	
Human skill (Tankyu skill)	Ability to continually improve own strengths	(3) (4) (5)	
	Ability to discover and resolve the problem in society	Problem setting	(1)(2)(3)(4)(5)
		Hypothesis planning	(1)(2)(3)(4)(5)
		Hypothesis testing	(1)(2)(3)(4)(5)
		Practice	(1)(2)(3)(4)(5)
	Fundamental Competencies for Working Persons	Ability to step forward	(1)(2)(3)(4)(5)
		Ability to think through	(1)(2)(3)(4)(5)
Ability to work in a team		(1)(2)(3)(4)(5)	
Professional ethics		(5)	

## 8. Course Requirements (Courses / Knowledge prerequisite for this course)

2251 Tankyu Practice  
2285 ICT for Developments

Or equivalent professional and/or experiences or approval from the lecturer.

## 9. Textbooks (Required Books for this course)

TBD (Since this is practical course, no specific text book is assigned. However, reference/recommended project documents and other reading materials will be provided in lieu of the text books).

## 10. Reference Books (optional books for further study)

Since this is practical course, no specific text book is assigned. However, reference/recommended reading materials may be provided in lieu of the text book. Students are also encouraged to read/research relevant materials while compiling their project documents.

## 11. Evaluation

Goals	Evaluation method & point allocation					
	examination	Quiz	Reports	Presentation	Deliverables	Other
(1)				○	○	
(2)				○	○	
(3)				○	○	
(4)				○	○	
(5)				○	○	
(6)						
Allocation				40	60	

## 12. Notes

The practicum course is designed to have intensive “in-person” lectures/discussions during the first and last weeks of the school semesters (Spring 1st semesters and Spring 2nd semester). Those “in-person” sessions are supplemented by weekly on-line sessions which will be conducted either from the U.S. or from other countries where the course instructor has assignments in.

While the on-line portion of the course is expected to use video conferencing facility, the practicum participants must anticipate that the on-online portions of the course may encounter certain technical difficulties. This may force the lecturer to conduct voice only sessions or to conduct make-up sessions. In addition, the practicum participants are forewarned that the on-line portion of the practicum may need to be rescheduled due to the course lecturer’s other engagements.

In such instances, the lecturer will make maximum efforts to propose a new schedule with the practicum participants at least one week prior to the originally scheduled course.

The practicum participants are expected to complete assignments/tasks every week and progress must be reported to the lecturer. Timely completions of assignments are critical for completing the final project document.

The lecturer will avail himself to the questions/concerns from the practicum participants through e-mail and other ICT tools throughout the course. Furthermore, during the “in-person” sessions, the practicum participants are encouraged to maximize the time and contact and co-mingle with the lecturer.

It is highly likely that the Syllabus and the deliverables will be amended during the course of the session according to the students’ comprehension of course materials. In addition there is some possibility that the class may need to add a few additional sessions due to amount of materials which need to be covered as well as other pertinent reasons. \*2018 course had to add 2 sessions from the originally planned 30 sessions.

## 13. Course plan

(Notice) This plan is tentative and it is highly likely that the sequences and the in-depthness of the materials will be changed according to the students’ interests, comprehension, and other factors

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Lesson 1: Introduction to the e-Governance/e-Government Practicum

Lecture 90 min

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- \* Expectation for the course and explanation of practicum structure
  - \* General Introduction among group

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Lesson 2: Definition of the ICT for Development and its history

Lecture 90 min

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- \* General Introduction of ICT and ICT For Development
  - \* ICT for Development and its history
  - \* Open discussion about history of ICT for Development and how international communities and different developing countries have taken until now

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Lesson 3: Definition of e-Governance and e-Government

Lecture/Discussion 90min

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- \* Difference between Governance and Government
  - \* Historical perspective of difference between e-Governance and e-Government
  - \* Open discussion of e-Governance and e-Government definition

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Lesson 4: Emerging Trends in e-Governance/Government

Lecture/Discussion 90min

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- \* Discussion about emerging trends such as utilizing mobile for development (m-Government and m-Governance), ICT enabled payment systems, big data, open data, etc..
  - \* Open discussion of emerging trends in e-Governance/e-Government and their impact to both developed and developing world

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Lesson 5: Keys to effective e-Governance and e-Government Solutions

Lecture/Discussion 90min

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- \* Open discussion of key for effective e-Governance and e-Government solutions
  - \* Importance of Leadership (organization, government, etc.)

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Lesson 6: Keys to effective e-Governance and e-Government Solutions – cont'd

Lecture/Discussion 90min

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- \* Open discussion of key for effective e-Governance and e-Government solutions (continued)
  - \* Appropriate Technology vs Disruptive Technology (what would be the most effective ways of implementing e-Governance/e-Government projects/solutions?)
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Lesson 7: Identification of e-Governance/e-Government Programme/Projects - Pt 1

Lecture/Discussion 90min

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Identification of e-Government/e-Governance projects

- \* Creation of sample Tankyu charts for potential problem and solutions.
- \* Review of sample e-Governance projects
- \* Difference between Programme and Projects
- \* Discussion

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Lesson 8: Identification of e-Governance/e-Government Programme/Projects - Pt 2

Lecture/Discussion 90min

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Identification of e-Government/e-Governance projects

- \* Creation of sample Tankyu charts for potential problem and solutions.
- \* Review of sample e-Governance projects
- \* Difference between Programme and Projects
- \* Discussion

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Lesson 9: Introduction to the Project Document - Pt. 1

Lecture/Discussion 90min

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Review different outlines/components of Project Document(s)

- \* Explanation of effective project documents (components and attributes)
- \* Presentation of sample e-Governance/e-Government project documents from major donors.
- \* Discussion of Outputs and Outcomes and respective indicators
- \* Discussion

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Lesson 10: Introduction to the Project Document - Pt. 2

Lecture/Discussion 90min

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Review different outlines/components of Project Document(s)

- \* Presentation of sample e-Governance/Government project documents from major donors (by students)
  - \* Discussion of Outputs and Outcomes and respective indicators
  - \* Presentation of sample project document templates from different donors
  - \* Discussion
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Lesson 11: Introduction to the Project Document - Pt. 3 (Donor Matrix & Project Template Comparison)

Lecture/Discussion 90min

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Review different outlines/components of Project Document(s)

- \* Presentation of project document templates from major donors (by students)
- \* Discussion of Outputs and Activities and respective indicators
- \* Discussion

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Lesson 12: Creation of situational Analysis and other environmental variable – Pt.1

Lecture/Discussion 90min

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Creation of situational Analysis and other environmental variables

- \* Explanation of critical component for situational analysis and other environmental variables in project documents.
- \* Discussion of effective and concise situational analysis and other environmental variables in project document

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Lesson 13: Logframe and Theory of Change

Lecture/Discussion 90min

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Fundamental theory behind Logframe and TOC

- \* Understand current trends of project concept in International Development
- \* Understand difference between Logframe and Theory of Change (TOC)

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Lesson 14: Creation of Programme/Project Logframe – Pt.1

Lecture/Discussion 90min

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Creation of Programme/Project Impacts and Outcomes

- \* Identification and compilation of programme/project Impact/Outcomes for the group project
- \* Clarifying and differentiating Impact and Outcomes and respective indicators
- \* Discussion

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Lesson 15: Creation of Programme/Project Logframe – Pt.2

Lecture/Discussion 90min

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Creation of Programme/Project Impacts and Outcomes

- \* Presentation of compiled programme/project Impacts/Outcomes for the group project
  - \* Discussion (Critique)
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Lesson 16: Creation of Programme/Project Logframe – Pt.3

Lecture/Discussion 90min

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Creation of Programme/Project Outputs and Activities

- \* Presentation of compiled programme/project activities for the project
  - \* Discussion (Critique)
  - \* Compilation of Log Frame from Impacts/Outcomes/Outputs/Activities
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Lesson 17: Creation of Programme/Project Logframe – Pt.4

Lecture/Discussion 90min

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Creation of Programme/Project Outputs and Activities cont'd

- \* Presentation of compiled programme/project activities for the project
  - \* Discussion (Critique)
  - \* Compilation of Log Frame from Impacts/Outcomes/Outputs/Activities
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Lesson 18: Creation of Programme/Project Logframe – Pt.5

Lecture/Discussion 90min

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Creation of Programme/Project Log Frame

- \* Presentation of completed Log Frame for the project
  - \* Discussion (Critique)
- \* It is highly probable that additional session on Logframe will be introduced to further comprehension of the concept
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Lesson 19: Budgeting Programme/Projects

Lecture/Discussion 90min

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Budgeting Programme/Project

- \* Sample criteria for budget.
  - \* Discussion of overhead and other line items
  - \* Realistic costing based on sample proposed activities
  - \* Discussion
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Lesson 20: Risk Analysis

Lecture/Discussion 90min

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Risk Analysis and Mitigation

- \* Sample risks from different projects
- \* Discussion of potential risks in e-Government/Governance projects
- \* Mitigation Methodology
- \* Discussion

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Lesson 21: Managing Project – Pt.1 Lecture/Discussion 90min

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Project Management Tool

- \* Explanation of different project management tools
- \* Potential pitfalls for project delay and stagnation
- \* Compilation of time bound activity chart (Gaunt chart and others)
- \* Discussion

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Lesson 22: Managing Project – Pt.2 Lecture/Discussion 90min

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Project Management Tool

- \* Explanation of different project management tools
- \* Potential pitfalls for project delay and stagnation
- \* Compilation of time bound activity chart (Gaunt chart and others)
- \* Discussion

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Lesson 23: Funding Programme/Projects - Pt.1 Lecture/Discussion 90min

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Funding Programme/Project

- \* How best to fund project/programme?
- \* Identification for donors/supporters for specific projects
- \* Discussion

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Lesson 24: Funding Programme/Projects - Pt.2 Lecture/Discussion 90min

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Funding Programme/Project

- \* Current Trends of major ICTD donors
- \* Discussion about creative ways to funding projects (new emerging tools e.g.; crowd funding, PPP, etc.)

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Lesson 25: Project Presentation –Preparation

Lecture/Discussion/Presentation 90min

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Project Presentation – Lecture on effective presentation

- \* Techniques for better presentation
- \* Discussion (Critiques) of sample presentations



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Lesson 26: Project Presentation – Elevator Talk - Pt.1

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Presentation/ Role-Playing 90min

Presentation for projects (elevator talk)

- \* Selling compiled projects in one minutes.
- \* Peer Review

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Lesson 27: Project Presentation – Elevator Talk - Pt.2

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Presentation/ Role-Playing 90min

Presentation for projects (elevator talk)

- \* Selling compiled projects in one minutes.
- \* Peer Review

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Lesson 28: Project Presentation – Full Presentation - Pt.1

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Presentation/ Role-Playing 90min

Presentation for projects (full presentation - 10 ~ 15 min each group)

- \* Presentation for compiled projects and Peer Review
- \* Discussion (Critique)

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Lesson 29: Project Presentation – Full Presentation - Pt.2

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Presentation/ Role-Playing 90min

Presentation for projects (full presentation - 10~15 min each group)

- \* Presentation for compiled projects and Peer Review
- \* Discussion (Critique)

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Lesson 30: Market Place & Way forward – realizing programme/projects

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Presentation/ Role-Playing 90min

Project Presentation – Market Place

Way forward – Toward realization of programme/projects

- \* Development Market Place
- \* Discussion of how to move ahead with the compiled programme/projects