

Course Programme

The course programme is structured as follows:

I. Welcome Chat

- Opening, personal introduction and clarification of expectations
- Sharing basic aspects of the training course: content, rules, marking system, assignments expected, deadlines of deliverables and interaction processes

II. Basic Concepts on Network Management

- Theoretical input on: Management, Knowledge Management and Networking
- Evaluation 1: Multiple-choice evaluation
- Chat session to clarify concepts, discuss about the three topics and share experiences
- Exercise 1: Based on a set of pre-established questions participants will have to analyse the development of an existing network

III. Network governance and structure

- Theoretical input on: Strategic framework, network governance structure and the role of the network facilitator
- Evaluation 2: Multiple choice questions
- Chat session to clarify concepts, discuss about the theoretical input and share experiences
- Exercise 2: Based on a particular Case Study, participants will be asked either to develop the organisational chart of the Network clarifying roles and responsibilities or to establish the Network guidelines and membership rules.

IV. Communication and Networks

- Theoretical input on: Principles of communication and communication strategy of a network
- Evaluation 3: Multiple choice questions
- Chat session to clarify concepts, discuss about the theoretical input and share experiences
- Exercise 3: Based on a particular Case Study, participants will be asked to propose a Communication Strategy for the network
- Online exercise: Drawing on experience with virtual communication tools, participants will share their experience and discuss about virtual communication tools for networking such as e-mail, chat, forums and video tele conferences

V. Principles of Network Planning

- Theoretical input on: Planning in complex systems, time and risk management for networks
- Evaluation 4: Multiple choice questions
- Chat session to clarify concepts, discuss about the theoretical input and share experiences
- Exercise 4: Based on a particular Case Study, participants will be asked to develop an operational plan for the network

VI. Closure chat

- Feedback on Exercises and evaluations
- Feedback on marking system
- Final assessment of the course
- Conclusions and closure