PROJECT IMPLEMENTATION PLAN

12 December 2018

1.	**Project Code**	18-IN-06-GE-DLN-A-02
2.	**Title**	Self-learning e-Course on Basic Data Analytics for the Public Sector
3.	**Reference**	Project Notification 18-IN-06-GE-DLN-A dated 23 January 2018
4.	**Timing and Duration**	1 February 2019–31 January 2020 (one year)
5.	**Implementing Organizations**	APO Secretariat and national productivity organizations (NPOs)
6.	**Number of Participants**	Minimum 400 participants
7.	**Self-registration**	Self-registration opens from 10:00 AM Japan Standard Time on 1 February 2019 on the eAPO web portal: http://eAPO-tokyo.org
		Note: Participants can register directly from this portal on the APO website. Those who are already registered can access the course by using the assigned username and password. If you have forgotten your username and password, please refer to the help page on the home page of the portal.

8. Objectives

The objective of this course is for participants to adopt data analytics to enhance public-sector productivity. Specifically, this course intends to:

a. Provide a basic understanding of data analytics in the public sector;
b. Introduce key quantitative analysis methods and skills in understanding data analytics;
c. Improve problem-solving capacity through data analytics in the public sector; and
d. Explain how to utilize data analytics for smarter management of organizations and for better public services.

9. Background

In recent years, we have seen the increased use of data analytics and how they revolutionize and revitalize not only businesses but also the public sector. They have played a vital, transformational role in improving the quality of public-sector decision- and policymaking, strengthening political accountability, and delivering reforms in terms of advancing public services, monitoring budgets, and cutting waste, among other ways to enhance efficiency and effectiveness. Governmental organizations can now operate in a more data-driven, information-led manner, which was not possible previously. At the same time, this

Asian Productivity Organization
1-24-1 Hongo, Bunkyo-ku, Tokyo 113-0033, Japan Tel: (81-3)3830-0411 Fax: (81-3)5840-5322 www.apo-tokyo.org

development also involves challenges since the responsible, secure use of public data must be ensured.

Aligned with the transformation initiative of the APO, this course will introduce the background to why data analytics are important in public-sector organizations by examining key concepts and learning basic analytical knowledge and its applicability in an evidence-based policymaking and big data environment. As a capacity-building effort, this course will show how public-sector organizations can apply data analytics, process the results, and make data-based decisions for better performance and increased productivity.

10. Scope and Methodology

Scope
The course will cover the following modules:

Module 1: Purpose and Use of Data Analytics in the Public Sector
Module 2: Fundamentals of Data Analytics in the Public Sector: Sampling and Measurement
Module 3: Analysis and Visualization of Data I: Descriptive Statistics
Module 4: Analysis and Visualization of Data II: Probability Distributions
Module 5: Analysis and Visualization of Data III: Linear Regression and Correlation
Module 6: Application of Data Analytics to the Public Sector
Final examination

Methodology
Module study, additional study material for participants, short quizzes for self-assessment, and a final examination to qualify for the APO e-certificate for eligible participants.

11. Qualifications of Candidates

The target groups are consultants, trainers, and practitioners of public-sector productivity including policymakers and civil servants who want to learn the fundamentals of data analytics for the public sector.

12. Eligibility for e-Certificate

A minimum score of 70% on the final examination is required to qualify for the APO e-certificate.

Note: Participants from nonmember countries are welcome to take the course for self-development, although APO e-certificates will not be provided.

Dr. Santhi Kanoktanaporn
Secretary-General