ASIAN PRODUCTIVITY ORGANIZATION

PROJECT NOTIFICATION

2 February 2016

1.	**Project Code**	16-AG-23-GE-TRC-A
2.	**Project Title**	Self-learning e-Course for the Agriculture Sector
3.	**Timing**	Throughout 2016
4.	**Implementing Organizations**	APO Secretariat and National Productivity Organizations (NPOs)
5.	**Number of Participants**	Minimum 400 participants per course
6.	**Registration**	APO e-learning web portal: http://www.apo-elearning.org/moodle19/ (Participants can register directly from this portal on the APO website.)

7. Objective

To provide basic training to numerous participants in productivity tools and techniques in selected subject areas of broad significance related to the agriculture and food sectors in a cost-effective manner and create a mass of productivity professionals.

8. Background

Depending upon the needs of APO members and relevance of subject areas, the APO develops self-learning e-courses and offers them on its e-learning portal. These courses are developed based on the APO's experience and knowledge accumulated over years of organizing capacity-building projects in its focus areas. Based on the huge success of the self-learning e-courses over the past few years, the APO plans to organize similar or upgraded self-learning e-courses relating to the food and agriculture sectors in 2016. The courses will focus on the subjects of Good Agricultural Practices (GAP), agribusiness management, agritourism business development, and food safety management.

For each course a separate project implementation plan (PIP) containing specific information on the course and subject will be issued. NPOs are requested to start promoting the course after receiving the PIP.

9. Scope and Methodology

Scope
The scope of each course will be decided based on the subject and will be detailed in the PIP

issued later for each course.

Methodology

Each course will consist of self-learning e-modules, additional study material for participants, intermittent quizzes for self-assessment, and a final examination to qualify for the APO certificate. All learning modules, carefully prepared by internationally recognized experts, will be uploaded to the course site on the e-learning portal.

10. Modality of Implementation

Courses will be offered through the APO's dedicated e-learning portal: http://www.apo-elearning.org/moodle19/. Participants can register on this portal and create their own accounts.

Registered participants are required to complete all learning modules and self-assessment quizzes before taking the final examination. Based on the results of the final examination, successful participants from member countries will be awarded APO e-certificates.

11. Special Features

a. Participants can register on the APO e-learning portal and create accounts by themselves.
b. Registered participants' progress will be tracked and monitored by the APO Secretariat throughout the course.
c. Participants can complete the course at their own pace within the prescribed official duration of the course.
d. Completion of all modules and quizzes is compulsory before taking the final examination.
e. A minimum score of 70% on the final examination is required to qualify for the APO e-certificate. The e-certificates will be sent to participants' registered e-mail addresses one day after completion of the final examination.
f. Successful participants may be given preference based on merit for selection to attend future APO multicountry face-to-face projects on the same subject in consultation with NPOs.

12. Qualifications of Candidates

The target groups are productivity practitioners, consultants, managers, academics, extension service providers, representatives of cooperatives and industry associations, producers, and all professionals working in the subject area from agriculture, agribusinesses, food industries, NPOs, government agencies, universities, and consultancy firms who wish to acquire a working knowledge of the subject.

13. Financial Arrangements

To be borne by NPOs

a. Coordination, communication, and promotion support for the course.

b. Any other local costs.

To be borne by the APO

a. All costs related to development of the self-study modules, additional study material(s) pertaining to the course, self-assessment quizzes, and examination.

b. Cost of hosting the course on the APO's e-learning portal and operating it from the APO Secretariat.

14. Actions by member countries/NPOs

Member countries/NPOs are requested to:

a. Promote and market the course by sending the project notification and PIP to as many relevant organizations as possible and encouraging all interested individuals to participate.

b. Upload the course announcement on the NPO's website and/or provide a link to the APO's e-learning portal.

c. Interact with registered participants and provide them with necessary inputs and guidance, if necessary.

d. Provide all necessary support and cooperation proactively to the APO Secretariat for successful implementation of the course.

15. Participation of Individuals from Nonmember Countries

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

Mari Amano
Secretary-General