



## PROJECT IMPLEMENTATION PLAN

<b>PN Issue Date</b>	4 December 2019
<b>Project Code</b>	18-IN-06-GE-DLN-A-06
<b>Title</b>	Self-learning e-Course on Critical Strategic Foresight Tools for Sustainable Productivity
<b>Reference</b>	Project Notification 19-IN-06-GE-DLN-A dated 8 January 2019
<b>Timing and Duration</b>	27 December 2019–31 December 2020 (12 months)
<b>Venue</b>	Member countries
<b>Implementing Organization(s)</b>	APO Secretariat and National Productivity Organizations Organizations (NPOs)
<b>Number of Participants</b>	Minimum 400 participants
<b>Self-registration</b>	<p>Self-registration opens from 10:00 AM Japan Standard Time on 27 December 2019 on the eAPO web portal: <a href="http://eAPO-tokyo.org">http://eAPO-tokyo.org</a></p> <p>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.</p>

## 1. Objectives

The objective of this course is for participants to adopt data analytics to enhance Critical Strategic Foresight Tools for Sustainable Productivity. In particular, this course intends to:

- a. Equip participants with the fundamentals and principles of strategic foresight and scenario planning as well as explain its relevance and approaches specific to public and private organizations; and
- b. Develop the capability of individuals to set forward-looking strategic directions derived from plausible scenarios for the future.

## 2. Background

Increasing interconnection and complexity are some of the distinctive features of today's world. Unprecedented rates of change, resulting in unparalleled levels of uncertainty, have made it difficult for decision makers and planners to develop robust strategies. Traditional models of planning which rely solely on linear extrapolations of current trends cannot consider "wild cards" or how certain factors interact in complex ways.

Strategic foresight refers to an organization's capacity to think systematically about the future to inform decision making today. Strategic foresight can be developed by employing and institutionalizing tools such as scenario planning within the planning process. Through these tools, planners may anticipate opportunities and threats occurring in the near and distant future and develop appropriate, robust strategic responses to those possibilities. Scenario planning involves developing, in a rigorous, structured way, several plausible "stories" about the future. The scenarios are then used to develop strategic options and initiatives that are future-ready.

The APO, as the leading intergovernmental organization focused on enhancing productivity in the Asia-Pacific, recognizes that the accelerating and increasingly disruptive global environment makes it more difficult to design strategies to sustain productivity improvement in the future. With this context in mind, this APO course will introduce participants to the fundamentals of strategic foresight, and specifically, scenario planning.

## 3. Scope and Methodology

### Scope

The course is structured according to the main elements of a strategic foresight / scenarios process. There are 10 modules:

1. Thinking About the Future
2. Introduction to Scenario Planning
3. Establishing a Project
4. Driving Forces
5. Building Blocks
6. Scenario Frameworks
7. Storytelling
8. Implications, Options and Indicators
9. Communicating Scenarios
10. Practical Considerations

There is also included, as an extra, a glossary of key terms and a further reading list. This e-learning course includes five interim quizzes and one final exam.

### 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.

#### **4. 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

#### **5. Eligibility for e-Certificate**

A minimum score of 70% on the graded exercises 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.

*(Signed)*

Dr. AKP Mochtan  
Secretary-General