



Training Course on Measuring ICT Access and Use in Households and Businesses

Organised jointly by ITU, UNCTAD and AITRS

Amman, Jordan

30 May – 9 June 2011

AGENDA

PART A: ICT Statistics on Households and Individuals

Monday, 30 May 2011

8:45 - 9:00	Registration of participants
9:00 - 10:00	Opening session (ITU, AITRS, Jordan DOS)
10:00 - 11:00	Introduction to the course: <i>Content, objectives and methodology</i> Presentation of instructor and participants
11:00 - 11:20	<i>Break</i>
11:20 - 11:30	Group Photo Session
11:30 - 13:00	Module H-1: Introduction to household ICT statistics. Survey planning and preparatory work
13:00 - 14:00	<i>Lunch</i>
14:00 - 15:30	Module H-1: Introduction to household ICT statistics. Survey planning and preparatory work (cont.)
15:30 - 15:45	<i>Break</i>
15:45 - 17:00	Module H-1: Introduction to household ICT statistics. Survey planning and preparatory work (cont.)
17:00 - 17:30	Test and Evaluation

Tuesday, 31 May 2011

9:00 - 10:30	Module H-2: Statistical standards and topics. Data sources and collection techniques
10:30 - 10:45	<i>Break</i>
10:45 - 13:00	Module H-2: Statistical standards and topics. Data sources and collection techniques (cont.)
13:00 - 14:00	<i>Lunch</i>
14:00 - 15:30	Module H-2: Statistical standards and topics. Data sources and collection techniques (cont.)
15:30 - 15:45	<i>Break</i>
15:45 - 17:00	Module H-2: Statistical standards and topics. Data sources and collection techniques (cont.)
17:00 - 17:30	Test and evaluation

Wednesday, 1 June 2011

9:00 - 10:30	Module H-3: Questionnaire design. Household survey design
10:30 - 10:45	<i>Break</i>
10:45 - 13:00	Module H-3: Questionnaire design. Household survey design (cont.)
13:00 - 14:00	<i>Lunch</i>
14:00 - 15:30	Module H-3: Questionnaire design. Household survey design (cont.)
15:30 - 15:45	<i>Break</i>
15:45 - 17:00	Module H-3: Questionnaire design. Household survey design (cont.)
17:00 - 17:30	Test and evaluation

Thursday, 2 June 2011

9:00 - 10:30	Module H-4: Data processing. Data quality and evaluation
10:30 - 10:45	<i>Break</i>
10:45 - 13:00	Module H-4: Data processing. Data quality and evaluation (cont.)
13:00 - 14:00	<i>Lunch</i>
14:00 - 15:30	Module H-4: Data processing. Data quality and evaluation (cont.)
15:30 - 15:45	<i>Break</i>
15:45 - 17:00	Module H-4: Data processing. Data quality and evaluation (cont.)
17:00 - 17:30	Test and evaluation

Friday, 3 June 2011

9:00 - 10:30	Module H-5: Data dissemination
10:30 - 10:45	<i>Break</i>
10:45 - 12:30	Module H-5: Data dissemination (cont)
12:30 - 13:00	Test and evaluation
13:00 - 14:00	<i>Lunch</i>
14:00 - 15:00	Final course evaluation and discussion
15:00 - 16:00	Closing remarks Handing out of training certificates

PART B: ICT statistics on Businesses and on the ICT sector

Sunday, 5 June 2011

8:45 - 9:00	Registration of participants
9:00 - 10:00	Opening session (UNCTAD, AITRS, Jordan DOS)
10:00 - 11:00	Introduction to the course: <i>Content, objectives and methodology</i> Presentation of participants
11:00 - 11:20	<i>Break</i>
11:20 - 11:30	Group Photo Session
11:30 - 13:00	Module B-1: Understanding concepts and definitions of indicators on the use of ICT by businesses and the ICT sector
13:00 - 14:00	<i>Lunch</i>
14:00 - 15:30	Module B-1: Understanding concepts and definitions of indicators on the use of ICT by businesses and the ICT sector (cont.)
15:30 - 15:45	<i>Break</i>
15:45 - 17:00	Module B-1: Understanding concepts and definitions of indicators on the use of ICT by businesses and the ICT sector (cont.)
17:00 - 17:30	Test and Evaluation

Monday, 6 June 2011

9:00 - 10:30	Module B-2: Developing an ICT data collection strategy in the business sector
10:30 - 10:45	<i>Break</i>
10:45 - 13:00	Module B-2: Developing an ICT data collection strategy in the business sector (cont.)
13:00 - 14:00	<i>Lunch</i>
14:00 - 15:30	Module B-2: Developing an ICT data collection strategy in the business sector (cont.)
15:30 - 15:45	<i>Break</i>
15:45 - 17:00	Module B-2: Developing an ICT data collection strategy in the business sector (cont.)
17:00 - 17:30	Test and evaluation

Tuesday, 7 June 2011

9:00 - 10:30	Module B-3: Designing an ICT business survey
10:30 - 10:45	<i>Break</i>
10:45 - 13:00	Module B-3: Designing an ICT business survey (cont.)
13:00 - 14:00	<i>Lunch</i>
14:00 - 15:30	Module B-3: Designing an ICT business survey (cont.)
15:30 - 15:45	<i>Break</i>
15:45 - 17:30	Module B-3: Designing an ICT business survey (cont.)
17:30 - 18:00	Test and evaluation

Wednesday, 8 June 2011

9:00 - 10:30	Module B-4: Processing ICT survey data from businesses
10:30 - 10:45	<i>Break</i>
10:45 - 13:00	Module B-4: Processing ICT survey data from businesses (cont.)
13:00 - 14:00	<i>Lunch</i>
14:00 - 15:30	Module B-4: Processing ICT survey data from businesses (cont.)
15:30 - 15:45	<i>Break</i>
15:45 - 17:00	Module B-4: Processing ICT survey data from businesses (cont.)
17:00 - 17:30	Test and evaluation

Thursday, 9 June 2011

9:00 - 10:30	Module B-5: Disseminating data on the use of ICT by businesses and the ICT sector
10:30 - 10:45	<i>Break</i>
10:45 - 12:30	Module B-5: Disseminating data on the use of ICT by businesses and the ICT sector (cont)
12:30 - 13:00	Test and evaluation of Module B-5
13:00 - 14:00	<i>Lunch</i>
14:00 - 15:00	Final course evaluation and discussion
	Closing remarks
15:00 - 16:00	Handing out of Training Certificates