



SETYM Canada
International

ONLINE TRAINING 2021

+ NEW SERVICE: MANAGEMENT OF VIRTUAL EVENTS



SETYM is accredited
by Emploi-Québec
no 0050295

Project Management
Public Procurement
Management and Organisation
Public Governance
Sustainable Development



ONLINE TRAINING

NEW



Due to travel and contact limitations imposed by the current global pandemic context, as of 2021 SETYM will offer online training.

The training courses that require thirty (30) hours of personal commitment spread over four (4) weeks, will address a wide range of topics relating to SETYM International's five areas of expertise.

These training courses, designed and run by our specialists are aimed directly at public service executives and development project managers, and take into account their day to day challenges.

The sessions are an opportunity for you to exchange with our experts and your peers on best practices, new approaches and the most innovative tools and techniques in management. The content, activities and relevant case studies offered will be immediately applicable and transferable to your work reality.

Project Management

- Capitalising on Agile Management in Development Projects? **NEW**
- Project Management, Monitoring and Control
- Monitoring and Evaluation for Results
- Project Impact Evaluation

Public Procurement

- Procurement of Goods and Services: Best Practices
- Planning and Delivery of Public-Private Partnerships (PPP)

Management and Organisation

- Leadership Lessons for Senior & High-Potential Managers **NEW**
- Human Resources Management 4.0: Happiness & Development **NEW**

Public Governance

- Results-Based Management (RBM) and Performance Measurements
- PEFA: Framework for Public Financial Management

Sustainable Development

- Environmental and Social Impact Management

ONLINE TRAINING OUR APPROACH

Flexible and well-paced, the training sessions are carried out in the most interactive way possible through a combination of approaches and tools:



Virtual Sessions

- Live sessions of exchange on good practices
- Scenarios, case studies and practical applications



E-learning

- Provision of an e-learning platform
- Suggestions on additional reading, audio and video support
- Personal analysis of the applicability of the approaches and tools proposed



Coaching and Collaboration

- Virtual coaching sessions to ensure effective integration of the best tools and techniques
- Virtual collaboration and role playing

FORMAT



- **8 half-days of training spread over one (1) month**
- **2 sessions of 3 hours per week**
- **Schedule : 3:00 PM to 6:00 PM (Nairobi UTC+3)**

In addition to these eight (8) live sessions, our field experts offer personalized support.

Each participant is requested to invest one to two hours of individual (video watching, reading, reflection) or group work (simulations, exercises) per week to perfect their mastery of topics. Therefore, participation in the course requires an investment of the equivalent of one day's work per week over a period of one month.

By registering to the session, participants agree to actively take part in activities and discussions. Those who encounter technical problems or last-minute issues will have access to the recording of the session for a period of one week.

Each participant who complies with the course requirements is entitled to a certificate of participation.

ONLINE TRAININGS 2021 CALENDAR

Project Management
Public Procurement
Management and Organisation
Public Governance
Sustainable Development



ONLINE, ZOOM

8 half-days of training spread over four (4) weeks

Capitalising on Agile Management in Development Projects? NEW	AGIV1	January 18 to February 11, 2021 Mondays and Thursdays	3:00 PM to 6:00 PM Nairobi (UTC+3)	US\$ 3500
Leadership Lessons for Senior & High-Potential Managers NEW	GEPV1	January 19 to February 12, 2021 Tuesdays and Fridays	3:00 PM to 6:00 PM Nairobi (UTC+3)	US\$ 3500
Human Resources Management 4.0: Happiness & Development NEW	GRHV1	February 2 to 26, 2021 Tuesdays and Fridays	3:00 PM to 6:00 PM Nairobi (UTC+3)	US\$ 3500
Environmental and Social Impact Management	EEIV1	February 2 to 25, 2021 Tuesdays and Thursdays	3:00 PM to 6:00 PM Nairobi (UTC+3)	US\$ 3500
PEFA: Framework for Public Financial Management	PEFV1	March 1 st to 25, 2021 Mondays and Thursdays	3:00 PM to 6:00 PM Nairobi (UTC+3)	US\$ 3500
Project Management, Monitoring and Control	PCPV1	March 1 st to 25, 2021 Mondays and Thursdays	3:00 PM to 6:00 PM Nairobi (UTC+3)	US\$ 3500
Procurement of Goods and Services: Best Practices	PDMV1	March 15 to April 8, 2021 Mondays and Thursdays	3:00 PM to 6:00 PM Nairobi (UTC+3)	US\$ 3500
Planning and Delivery of Public-Private Partnerships (PPP)	MPPV1	March 15 to April 8, 2021 Mondays and Thursdays	3:00 PM to 6:00 PM Nairobi (UTC+3)	US\$ 3500
Results-Based Management (RBM) and Performance Measurements	GPRV1	March 15 to April 8, 2021 Tuesdays and Thursdays	3:00 PM to 6:00 PM Nairobi (UTC+3)	US\$ 3500
Monitoring and Evaluation for Results	DISV1	March 16 to April 9, 2021 Tuesdays and Fridays	3:00 PM to 6:00 PM Nairobi (UTC+3)	US\$ 3500
Project Impact Evaluation	EIPV1	April 20 to May 13, 2021 Tuesdays and Thursdays	3:00 PM to 6:00 PM Nairobi (UTC+3)	US\$ 3500



HIGH-TECH BONUS

- 1) You participate in one of our online training seminars.
- 2) You will receive a laptop in your next face-to-face seminar held in one of our training centers.

** This offer is valid for a period of 2 years and is given in addition to the regular promotions.*



EARLY BIRD DISCOUNT

Get a 20% discount on the regular fees for the online seminars.

Valid until January 11, 2021

NEW SERVICE : MANAGEMENT OF VIRTUAL EVENTS

NEW

Based on our experience with the organization of virtual events, we now offer a tailor-made support service for your online events. Contact us to discuss your projects!

Webinar | Training | Conference | Colloquium | General Assembly

Preparation

- Advertising: creation and hosting of a registration landing page to the event;
- Advertising: management of email invitations and reminders;
- Creation of a personalized Zoom User Guide;
- Registrations monitoring;
- Coordination of speakers and pre-event tests;
- Recording, editing and broadcasting of video clips in preparation of the event, if applicable.

Event Management

- Provision of a Zoom platform;
- Access and security management;
- Animation and moderation of the meeting (questions and answers);
- Poll management;
- Breakout Rooms management, if applicable;
- Recording;
- Technical support for a smooth running.

Event Follow-Up

- Animation of a feedback meeting (assessment of achievements);
- Final report (participation statistics, indexing of questions and answers, etc.);
- Video editing of the event;
- Hosting of videos.

RECENT ACHIEVEMENTS

7th AIPPF Regional **Conference:**
Transitional Justice and Consolidation
of the Rule of Law

Organized for the International Association of Francophone Prosecutors (AIPPF) in collaboration with the judicial authorities of the Central African Republic in partnership with the International Organization of La Francophonie (OIF).

AIPPF **General Assembly 2020**

Organized for the International Association of Francophone Prosecutors (AIPPF) in collaboration with the International Organization of La Francophonie (OIF).

Human Resources **Colloquium**

Organized for the consulting firm RHRE.

Management **Webinars**

In this year of crisis due to the COVID-19 pandemic, SETYM has organized more than 30 webinars on various management themes in order to continue its remote support for your professional career.

Trusted by:





TEACHING PEOPLE TO LEAD

Training Programme

A complete training programme that covers knowledge, skills and tools for managing international development projects, and provides key competencies to public officers in developing and emerging countries.

- Professional training seminars held in our international network of training centers in Montreal (Canada), Kuala Lumpur (Malaysia) and Marrakesh (Morocco).
- Online training seminars

Technical Assistance

Our pragmatic and results oriented approach allows us to successfully execute:

- Specific short or long term assignments that contribute to the achievement of your institution's development objectives.
- On-site training: At any time, all our training seminars can be provided in your country. These training programmes are adapted to the specific needs and context of the project or institution.
- Virtual Events : Webinar, Training, Conference, Colloquium, General Assembly and more.