

## eLVCD University Course– Frequently Asked Questions (FAQs)

‘Supporting practitioners of the Local Value Chain Development (LVCD) project model’

### Question: What is the eLVCD University Course?

**Answer:** The eLVCD course is a certified online collaborative learning platform that supports practitioners in their day-to-day project activities to maximise programme effectiveness. It is ongoing and supports participants throughout implementation on their programme for approximately 12 months. Participants are part of an online learning community consisting of practitioners from other National Offices, Regional Office mentors and global subject matter experts.

It recently won the following awards across Asia Pacific for learning excellence:



### Question: Who can participate?

**Answer:** The eLVCD course has been developed specifically for LVCD Practitioners e.g. Market Facilitators, Development Facilitators and other LVCD programming staff who wish to join a professional learning community.

It is important that LVCD forms a component of their current role. We have found that participants are more engaged and motivated to take part in the course when the LVCD resources and discussions that take place on the course, will help them directly in their day-to-day role.

### Question: How long does the course go for?

**Answer:** Within the course there are 6 workshops with a 2-3 week break between each workshop. The total duration is approximately 10 months.

After the course participants are invited to join an Alumni group established for certified eLVCD University graduates to stay in touch and continue to share their LVCD journeys.

### Question: How do participants learn online?

**Answer:** The course is asynchronous (not ‘live’), which means that participants can log on and complete the activities as it suits them, to account for different time-zones, internet connection, leave, travelling to the field etc.

It is up to them to manage their individual learning as adult learners and determine how they split up the 3-4 hour commitment over their weekly schedule. We have found that participants commonly put aside some time two times a week when they are in the ADP office catching up on other administration tasks.

**Question: What commitment is required by the participant?**

**Answer:** The eLVCD University was designed to support the participants throughout the implementation of their LVCD programme on an ongoing basis (which is more effective than a once-off workshop). Participants are expected to spend 3-4 hours a week completing the activities which is an investment in their ongoing LVCD capacity building to make them more effective in their role as an LVCD practitioner thus benefitting their ED programmes and the communities they work with.

**Question: What will participants learn?**

**Answer:** The detailed learning objectives and timing of the entire eLVCD University are included at the end of this document. The learning objectives and tools provided throughout the course align with the phases in the Local Value Chain Development (LVCD) project model as follows:

**Workshop 1 (4 weeks): Welcome and Introduction**

**Workshop 2 (5 weeks): Phase 1 - Preparation**

**Workshop 3 (6 weeks): Phase 2 – Participatory Product Scoping, Selection and Analysis**

**Workshop 4: (5 weeks): Phase 3 – Mobilising and Building the Capacity of Producer Groups**

**Workshop 5 (5 weeks): Phase 4 – Facilitating Market Change**

**Workshop 6 (4 weeks): Phase 5 – Scale up and Learning**

**Question: What are the participant enrolment requirements?**

**Answer:** To make the eLVCD course as beneficial as possible (and based on our previous experience), the following enrolment requirements must be met by EACH participant:

- ✓ Has their Manager's approval & support to take part on an ongoing basis
- ✓ Each individual LVCD programme commits \$1500 USD to the eLVCD payment terms from the technical support/capacity building project budget (this allows the LVCD programme to enrol as many suitable participants from their programme as they wish)
- ✓ Are actively involved in the implementation of an LVCD project
- ✓ Spends 3-4 hours per week over approx. 10 months (this includes 14 weeks of breaks between modules). Please note that the timing is flexible and participants decide how and when they commit those 3-4 hours to suit their own work/travel schedules
- ✓ MUST have their own laptop (camera access preferred also)
- ✓ MUST have internet connectivity for 3-4 hours per week

**What kind of support is provided for the participants? (online, skype, phone etc)**

**Answer:** Participants are part of an engaged online learning community made up of other WV LVCD practitioners from around the world. The eFacilitators are online daily to provide guidance, feedback and support and bring in the subject matter experts as required.

Multiple subject matter experts from the global centre and regional offices contribute regularly to the discussions and are available to answer the participant questions. All participants will receive email notifications of activity occurring within the course and we are all available on skype and phone for any additional support required.

### Question: How are participants assessed?

**Answer:** There are three types of assessments throughout the course:

- a) **Weekly/Fortnightly Activities** - Participants are required to do a combination of quizzes and contribute to group activities and case studies.
- b) **Evidence portfolio** - The evidence portfolio can be completed at any time during the course. The evidence portfolio is for participants to capture evidence (reflections, photos, documents, transcripts, feedback) of their work in practice throughout the course e.g. facilitating a workshop with the community. The portfolio should not add to the participants' workload, it should simply be a process of documenting and reflecting on their day-to-day activities as they step through the phases of the LVCD project model.
- c) **LVCD Skills Scorecard** - participants complete the scorecard at the beginning and end of the course to measure themselves on key LVCD competencies they require to be effective practitioners. The results are shared with their managers and feed into development plans etc.

### It is online, so is there a lot of downloading of large files etc. What if our internet is not always reliable?

**Answer:** The course was designed especially for contexts with irregular and unreliable internet. Given the materials are all asynchronous (not 'live') participants log on and complete activities when they do have internet access.

All files are kept to a minimum size and we offer text versions of any videos or larger files etc. All materials can also be downloaded and saved in word documents for offline access.

The important thing is that participants have weekly access to internet as the richness from this course is regularly interacting with the other participants and having back and forth ongoing conversations.

### Where does the funding go?

**Answer:** Participating LVCD programmes are to pay \$1500 USD upfront to enrol their participants (unlimited number of participants per programme who meet the requirements). This is expected to come from existing programme budget for technical support/capacity building.

Our ultimate goal is to develop and support regionally-based expertise across the WV Partnership. As a result, rather the funding going to our team in WV Australia as the training provider (which is what other learning courses in WVI do), your funding goes to your regional office in a specially created cost centre. Once sufficient, those funds will be used to support LVCD mentors/experts within the region who can provide in-region support to those NOs that are taking part in the eLVCD University Course.

### To whom should the payment be made? When will an invoice be provided? We understand we can pay in this FY but the course is starting next FY.

**Answer:** Payment will be made to the designated cost centre in your respective RO upon registering your participants and an invoice will be provided upon payment. This approach is endorsed by the Global Learning and Capacity Building team and we are working with the Senior Director of Regional Finance.

Please provide [Mark](#) with the contact details of your National Office Finance department to facilitate this.

## Appendix – Detailed Learning Objectives and timing of eLVCD University Course

<p><b>Workshop 1</b></p> <p>(4 weeks)</p>	<p><b>Welcome and Introduction</b></p> <p>By the end of this workshop you will:</p> <ul style="list-style-type: none"> <li>○ Feel welcomed, excited and confident to learn online with other LVCD practitioners from around the world by: <ul style="list-style-type: none"> <li>○ participating in an ice-breaker activity,</li> <li>○ completing your participant profile</li> <li>○ ensuring you have the tools and resources needed to participate fully in this learning environment</li> </ul> </li> <li>○ Know what your assessment tasks are over the next ten months and start to plan how you will achieve these</li> <li>○ Complete a skills scorecard demonstrating your current knowledge of LVCD (you will complete this exercise again at the end of workshop 6)</li> <li>○ Have learnt why LVCD was selected for your region</li> <li>○ Have gained the foundational knowledge of economic development, markets and LVCD required to engage in the learning program through reading supporting resources and completing an online learning story where you will be introduced to the fictional country of Sandoza.</li> </ul>
<p><b>Workshop 2</b></p> <p>(5 weeks)</p>	<p><b>Preparation</b></p> <p>By the end of this workshop you will:</p> <ul style="list-style-type: none"> <li>○ Consider whether “markets are good or bad for the poor” as part of a group activity</li> <li>○ Demonstrate an understanding of the role of the market facilitator</li> <li>○ Hear from a World Vision Global expert on programme monitoring and evaluation and participate in a group discussion</li> </ul>
<p><b>Workshop 3</b></p> <p>(6 weeks)</p>	<p><b>Situation Analysis and Value Chain Analysis</b></p> <p>By the end of this workshop you will:</p> <ul style="list-style-type: none"> <li>○ Demonstrate an understanding of the market research necessary for shortlisting products through data gathering by participating in a “market visit” and reflecting on your experience</li> <li>○ Know the options for developing product selection criteria and undertake a product selection process</li> <li>○ Know the steps involved in facilitating a participatory value chain analysis and how to identify the opportunities and challenges of a given product</li> <li>○ Undertake a profit analysis of a chosen project</li> </ul>
<p><b>Workshop 4</b></p> <p>(5 weeks)</p>	<p><b>Engaging producers and action planning</b></p> <p>By the end of this workshop you will:</p> <ul style="list-style-type: none"> <li>○ Identify and apply skills &amp; approaches that will build trust whilst engaging and mobilising producer groups</li> <li>○ Demonstrate knowledge of the five key skill sets for producer groups and identify how to improve their capacity, whilst building their confidence</li> <li>○ Know how to facilitate an action planning workshop that will produce a community owned plan that will energise, motivate and instil belief in them.</li> </ul>

<b>Workshop 5</b> (5 weeks)	<b>Implementing and Facilitating Market change</b> By the end of this workshop you will: <ul style="list-style-type: none"><li>○ demonstrate your understanding of implementing action plans, establishing a successful Value Chain Stakeholder Network and a trial marketing exercise;</li><li>○ identify/apply skills and approaches that will build win-win relationships between producers and other value chain actors;</li><li>○ identify key skills and characteristics required of local market facilitators;</li><li>○ demonstrate how to establish a coach / mentor relationship and how to have a successful coaching conversation.</li></ul>
<b>Workshop 6</b> (4 weeks)	<b>Innovation and Scale up</b> By the end of this workshop you will have: <ul style="list-style-type: none"><li>○ Shared lessons and stories of scale up and innovation with peers</li><li>○ Completed the LVCD skills scorecard for a second time</li><li>○ Learned about the LVCD Alumni</li><li>○ Participated in course evaluations and farewell party</li></ul>

Please contact [Mark.harwood@worldvision.com.au](mailto:Mark.harwood@worldvision.com.au) if you have any further questions or wish to register participants in the next eLVCD University course.

