ANNEX I: PDM$_0$ (Tentative Version)

Project Name：The Project on Human Resource Development in IT Service Industry at the National University of Laos (NUOL)　　　　　Project Period：December 1, 2008 – November 30, 2013 (Five years)

Target Group：Persons related to the postgraduate courses of Department of Computer Engineering and Information Technology of the Faculty of Engineering at the NUOL, people working for the IT service industry

Version：No. 0

Narrative Summary	Objectively Verifiable Indicators	Means of Verification	Important Assumptions
Overall Goal IT service industry is well-developed in the Lao PDR.	1. The ratio of the IT services in the GDP is increased. 2. The ratio of the people working for the domestic IT service industry in the working population is increased.	1. Economic statistics report 2. Economic statistics report	
Project Purpose Human resources are developed according to the IT service market through the postgraduate courses by the Department of Computer Engineering and Information Technology, the Faculty of Engineering at the NUOL.	1. Evaluation of graduates and trainees working for the domestic IT service companies, governmental organizations, and IT user corporations is enhanced. 2. Evaluation of the postgraduate courses by the Department of Computer Engineering and Information Technology is enhanced from the perspectives of the human resource development. 3. The number of graduates (attending the long-term course) of the postgraduate course attains to more than XX people in the Lao PDR. 4. The number of trainees (attending the short-term course) of the postgraduate course is increased in the Lao PDR.	1. Questionnaire survey to the employers hiring the graduates and trainees 2. Questionnaire survey to the industry groups being involved in the Project 3. Achievement records of the long-term courses at NUOL 4. Achievement records of the short-term courses at NUOL	1. The governmental organizations and the IT user corporations come to order the system development, etc. to the IT service companies. 2. The improvement of communication infrastructures and the spread of IT devices are promoted. 3. Policies and related mechanisms and regulations necessary for the IT service industrial development are established and implemented.
Outputs 1. Postgraduate courses are properly operated at the Department of Computer Engineering and Information Technology of the Faculty of Engineering, the NUOL. 2. The IT Business Unit (ITBU) is properly operated at the Department of Computer Engineering and Information Technology of the Faculty of Engineering, the NUOL. 3. Practical skills and teaching capabilities of lecturers in charge of the postgraduate courses are enhanced in the field of the software engineering. 4. Postgraduate courses for the practical software engineering and business skills are developed and implemented. 5. Collaboration among the government, industry, and academia is reinforced.	1-1. The recruitment, selection, evaluation of learning results, and graduation approval of students are appropriately conducted. 1-2. The lecturers' achievements in the IT Business Unit (ITBU) come to be highly appreciated. 2-1. The operational projects are appropriately managed according to the plan of the ITBU. 2-2. The ITBU comes to be able to receive works on the system development from the government and industry for profits. 3-1. Satisfaction ratings (evaluation) of the lecturers are enhanced by students and trainees. 3-2. The number of the success of the system development in the ITBU is increased. 4-1. Satisfaction ratings (evaluation) of the overall postgraduate courses are enhanced by students and trainees. 4-2. The curriculums, syllabi, and learning materials are regularly updated. 4-3. The curriculum board is annually held with the external knowledgeable persons (from the government and industry). 5-1. Joint seminars among the government, industry, and academia are annually held. 5-2. Lectures by the visiting lecturers from the government and	1-1. Implementation records along the various types of guidelines 1-2. Lecturers' evaluation records in the ITBU 2-1. Achievement records 2-2. Records of accepting order 3-1. Questionnaire survey to the students and trainees 3-2. Evaluation sheets of the system development and records of accepting order 4-1. Questionnaire survey to the students and trainees 4-2. Curriculums, syllabi, and learning materials 4-3. Records of the curriculum board meetings 5-1. Records of the joint seminars 5-2. Records of lectures by the	

	industry are delivered at a constant rate.	visiting lecturers	

Activities	Inputs		

1-1 Prepare various types of necessary guidelines and the format of the implementation records.
1-2 Prepare the TOR of the counterparts.
1-3 Establish the mechanism of the job matching between the graduates and employers.
1-4 Operate IT-related equipment.
1-5 Conduct the inventory of the equipment regularly.
1-6 Monitor the actual activities along the guidelines.
1-7 Reflect the lecturers' activities in the ITBU into the lecturers' evaluation.
1-8 Monitor the career options of the graduates.
2-1 Prepare the plans of the ITBU and the format of the achievement records.
2-2 Conduct the activities, such as sales promotion, PR activities, etc., along the plans of the ITBU.
2-3 Monitor the progress of the plans of the ITBU.
2-4 Encourage the graduates to promote new businesses (judged by the time of the mid-term evaluation).
3-1 Prepare the plan for the technical transfer to the lecturers.
3-2 Prepare the curriculum and learning materials for the lecturers' trainings.
3-3 Prepare the evaluation sheet of the system development for assessing the practical skills of lecturers.
3-4 Conduct the lecturers' trainings.
3-5 Monitor the practical skills and teaching capabilities of lecturers on regular basis.
4-1 Study the market needs in the IT service industry.
4-2 Set up the curriculum board.
4-3 Develop the curriculums, syllabi, learning materials for the postgraduate courses according to the market needs.
4-4 Evaluate the curriculums of the postgraduate courses through the curriculum board.
4-5 Conduct the postgraduate courses.
4-6 Revise the curriculums, syllabi, and learning materials on regular basis.
4-7 Study the satisfaction ratings of the postgraduate courses.
5-1 Set up the study sessions, such as the IT industrial development, cyber laws, new market exploration, etc., by the government, industry, and academia (including students & alumni association).
5-2 Conduct the symposiums, etc. by the study sessions.
5-3 Hold the joint annual seminars.
5-4 Deliver lectures by the visiting lecturers.
	Japanese side
	1. Personnel
	  Experts from Japan
	   Chief advisor
	   Coordinator
	   Network construction
	   Database and programming
	   Business unit operation
	   Industry-academia-government collaboration
	   Lectures for seminars
	  Experts from the third countries
	
	2. Training of counterpart personnel in Japan and the third countries
	
	3. Facility construction
	  Lecture rooms and IT laboratory
	
	4. Provision of equipment
	  IT-related equipment
	
	5. Operational expenses
		Lao side
		1. Personnel
		  Project Director
		  Project Manager
		  Manager of the ITBU
		  Full-time lecturers
		  Part-time lecturers
		  System administrator
		  Administrative staff of the ITBU
		
		2. Expense necessary for the employment of visiting lecturers
		
		3. Provision of the project office and facilities necessary for the project implementation
		
		4. Others
		  Administrative and operational costs
		  Connection charge of high-speed Internet
		  Running costs for electricity, water, etc.
			1. The circumstances in which the lecturers are able to concentrate on their duties are improved.
			2. Lecturers are appropriately treated.
			
			Pre-conditions
			
			1. The Department of Computer Engineering and Information Technology is properly established.
			2. The definite framework of the ITBU is prepared.