

Annex1-2 : PDM (Version 1)

Project Name : The Project on Human Resource Development in IT Service Industry at the National University of Laos (NUOL)

Project Period : December 1, 2007 – November 30, 2013 (Five years)

Target Group : Persons related to the ITSC of IT Department of the Faculty of Engineering at the NUOL, people working for the IT service industry

Date : 2nd June, 2011

Version : No. 1

* ITSC: Information and Technology Specialist Course

Narrative Summary	Objectively Verifiable Indicators	Means of Verification	Important Assumptions
<p>Overall Goal IT service industry is well-developed in the Lao PDR.</p>	<ol style="list-style-type: none"> 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. 	<ol style="list-style-type: none"> 1. Economic statistics report 2. Economic statistics report 	
<p>Project Purpose Human resources are developed according to the IT service market through the ITSC by the IT Department of the Faculty of Engineering at the NUOL.</p>	<ol style="list-style-type: none"> 1. Evaluation of graduates and trainees working for the domestic IT service companies, governmental organizations, and IT user corporations is enhanced. <u>* Results of the 1st year graduates will be the benchmark. Questionnaire is prepared by the Project.</u> 2. <u>More than 80% of the graduates from ITSC will (re)start to work as the IT service engineers</u> 3. The number of trainees (attending the short-term course) of the postgraduate course is increased in the Lao PDR. 	<ol style="list-style-type: none"> 1. Questionnaire survey to the employers hiring the graduates and trainees 2. Project record 3. Achievement records of the short-term courses at NUOL 	<ol style="list-style-type: none"> 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.
<p>Outputs</p> <ol style="list-style-type: none"> 1. ITSC are properly operated at the IT Department of the Faculty of Engineering, the NUOL. 2. The IT Department Business Unit (ITBU) is properly operated at the IT Department of the Faculty of Engineering, the NUOL. 3. Practical skills and teaching capabilities of lecturers in charge of the ITSC <u>and master course that is planned to be established</u> are enhanced in the field of the software engineering. 	<ol style="list-style-type: none"> 1-1. <u>Guidelines of short term courses, evaluation on lecturers, outsourcing, library use and others necessary for effective implementation of ITSC and ITBU are developed, and approved by the head of IT department.</u> 1-2. The recruitment, selection, evaluation of learning results, and graduation approval of students are appropriately conducted. 2-1. The operational projects are appropriately managed according to the plan of the ITBU, <u>whose results are reported to and approved by the head of IT department.</u> 2-2. The ITBU comes to be able to receive works on the system development from the government and industry for profits. 2-3. <u>More than 3 incubation booths at ITBU are occupied during the Project period.</u> 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. 	<ol style="list-style-type: none"> 1-1. Project record 1-2. Implementation records along the various types of guidelines 2-1. Achievement records 2-2. Records of accepting order 2-3. Project record 3-1. Questionnaire survey to the students and trainees 3-2. Evaluation sheets of the system development and records of accepting order 	

<p>4. <u>ITSC and master course, which is planned to be established, are for the practical software engineering and business skills are developed.</u></p> <p>5. Collaboration among the government, industry, and academia is reinforced.</p>	<p>4-1. Satisfaction ratings (evaluation) of the overall ITSC are enhanced by students and trainees. * <u>Results of the 1st year graduates will be the benchmark.</u> <u>The contents exclude lecturers evaluation. Questionnaire is prepared by the Project.</u></p> <p>4-2. The curriculums, syllabi, and learning materials are regularly updated.</p> <p>4-3. The curriculum board is annually held with the external knowledgeable persons (from the government and industry).</p> <p>5-1. Joint seminars among the government, industry, and academia are annually held.</p> <p>5-2. Lectures by the visiting lecturers from the government and industry are delivered at a constant rate.</p>	<p>4-1. Questionnaire survey to the students and trainees</p> <p>4-2. Curriculums, syllabi, and learning materials</p> <p>4-3. Records of the curriculum board meetings</p> <p>5-1. Records of the joint seminars</p> <p>5-2. Records of lectures by the visiting lecturers</p>	
<p>Activities</p> <p>1-1 Prepare various types of necessary guidelines and the format of the implementation records.</p> <p>1-2 Prepare the TOR of the counterparts.</p> <p>1-3 Establish the mechanism of the job matching between the graduates and employers.</p> <p>1-4 Operate IT-related equipment.</p> <p>1-5 Conduct the inventory of the equipment regularly.</p> <p>1-6 Monitor the actual activities along the guidelines.</p>	<p>Inputs</p> <p>Japanese side</p> <p>1. Personnel</p> <p>Experts from Japan</p> <p>Chief advisor</p> <p>Coordinator</p> <p>Network construction</p> <p>Database and programming</p> <p>Business unit operation</p>	<p>Lao side</p> <p>1. Personnel</p> <p>Project Director</p> <p>Project Manager</p> <p>Manager of the ITBU</p> <p>Full-time lecturers</p> <p>Part-time lecturers</p> <p>System administrator</p>	<p>1. The circumstances in which the lecturers are able to concentrate on their duties are improved.</p> <p>2. Lecturers are appropriately treated.</p>

<p>1-7 Reflect the lecturers' activities in the ITBU into the lecturers' evaluation.</p> <p>1-8 Monitor the career options of the graduates.</p> <p>2-1 Prepare the plans of the ITBU and the format of the achievement records.</p> <p>2-2 Conduct the activities, such as sales promotion, PR activities, etc., along the plans of the ITBU.</p> <p>2-3 Monitor the progress of the plans of the ITBU.</p> <p>2-4 <u>Encourage to promote new businesses at ITBU</u></p> <p>3-1 Prepare the plan for the technical transfer to the lecturers.</p> <p>3-2 Prepare the curriculum and learning materials for the lecturers' trainings.</p> <p>3-3 Prepare the evaluation sheet of the system development for assessing the practical skills of lecturers.</p> <p>3-4 Conduct the lecturers' trainings.</p> <p>3-5 Monitor the practical skills and teaching capabilities of lecturers on regular basis.</p> <p>4-1 Study the market needs in the IT service industry.</p> <p>4-2 Set up the curriculum board.</p> <p>4-3 Develop the curriculums, syllabi, learning materials for the ITSC <u>and master course, which is planned to be established</u>, according to the market needs.</p> <p>4-4 Evaluate the curriculums of the ITSC <u>and master course, which is planned to be established</u>, through the curriculum board.</p> <p>4-5 Conduct the ITSC.</p> <p>4-6 Revise the curriculums, syllabi, and learning materials on regular basis.</p> <p>4-7 <u>Study the satisfaction ratings of the ITSC.</u></p> <p>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).</p> <p>5-2 Conduct the symposiums, etc. by the study sessions.</p> <p>5-3 Hold the joint annual seminars.</p> <p>5-4 Deliver lectures by the visiting lecturers.</p>	<p>Industry-academia-government collaboration</p> <p>Lectures for seminars</p> <p>Experts from the third countries</p> <p>2. Training of counterpart personnel in Japan and the third countries</p> <p>3. Facility construction</p> <p>Lecture rooms and IT laboratory</p> <p>4. Provision of equipment</p> <p>IT-related equipment</p> <p>5. Operational expenses</p>	<p>Administrative staff of the ITBU</p> <p>2. Expense necessary for the employment of visiting lecturers</p> <p>3. Provision of the project office and facilities necessary for the project implementation</p> <p>4. Others</p> <p>Administrative and operational costs</p> <p>Connection charge of high-speed Internet</p> <p>Running costs for electricity, water, etc.</p>	<p>Pre-conditions</p> <p>1. The IT Department is properly established.</p> <p>2. The definite framework of the ITBU is prepared.</p>
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