



John Snow, Inc.

PRODOPS II

Reproductive Health Supplies Coalition

Professional Development
Opportunities for Public
Sector Reproductive
Health Commodity
Managers II

Final Report
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Professional Development Opportunities for Public Sector Reproductive Health Commodity Managers II

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Final Report

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Table of Contents

Overview	2
Background	2
Summary of ProDOPS II Work	3
Review and Addition of Courses in Spreadsheet	3
Dissemination and Analysis of Survey Regarding Training Needs	3
Creation of Online Database	4
Launch	5
Promoting LAPTOP	6
Updating LAPTOP	6
Recommendations for Improving the Site	6
Site Sustainability and Staff Time	9
Recommended Immediate Next Steps for IAPHL	9
Appendix A. Site Functionality and Selection of Screenshots	11
Location on the Reproductive Health Supplies Coalition Website	11
LAPTOP Homepage	12
Searchable Course Database Page	13
Course Details	16
Lists	18
About LAPTOP Page	20
Newly Added Courses Page	23
Survey Page	24
Link to Provide Information to Add a Course	26
Link to Provide Information to Update a Course	32
Appendix B. Admin Mode Functionality and Selection of Screenshots	40
Admin Login Page	40
Admin Menu Page	40
Maintain Courses Page	41
Add Course Page	42
Maintain Institutions Page	44
Appendix C. Tips for Adding/Updating Course Information	46
Appendix D. Additional Information to be Provided to IAPHL	48
Appendix E. Results of the Professional Development Opportunities for Public Sector Health Commodity Managers Survey	49

Overview

Through an Innovation Fund grant from the Reproductive Health Supplies Coalition (RHSC), JSI and subcontractor Active Elements deployed an online database of logistics courses and professional development opportunities, located at <http://www.rhsupplies.org/resources-tools/laptop>. This work was conducted through the Professional Development Opportunities for Public Sector Reproductive Health Commodity Managers II (ProDOPS II) grant. ProDOPS II was renamed to LAPTOP (Learning and Professional Training Opportunities) before the site went live.

LAPTOP helps support the professionalization of supply chain management by helping logisticians easily find training opportunities that suit their needs. Having logisticians better trained should help improve the functioning of supply chains and contribute to greater product availability.

After the ProDOPS II grant period, the International Association of Public Health Logisticians (IAPHL) plans to provide support for the management of LAPTOP. IAPHL is well placed to manage LAPTOP since it has a large member base of logisticians and a mission to help logisticians grow professionally. Logistics courses are frequently advertised on IAPHL and IAPHL is already routinely looking for courses that would be of interest to its members. Integrating LAPTOP into IAPHL's program activities would be of mutual benefit by raising the visibility of LAPTOP and providing added value to IAPHL members.

Background

LAPTOP was developed as a result of two Gates-funded Innovation Fund grants from the RHSC. Through the first grant—Professional Development Opportunities for Public Sector Reproductive Health Commodity Managers (ProDOPS, or ProDOPS I)—JSI conducted a web search to find relevant logistics courses, created a spreadsheet to organize these course opportunities, and conducted a survey to find out what logisticians were looking for in terms of courses and to identify any gaps between the types of courses they were looking for and the types of courses that exist.

The ProDOPS I team came up with various ways to categorize courses based on how relevant they would be to potential course participants and whether potential participants would be able to access the courses. The relevance factors used include the following—

- Target sector for the course
- Target audience
- Course objectives
- Topics covered
- Focus commodities
- Percent of course time spent on logistics topics
- Accreditation
- Degree/certificate awarded

- Other incentives (e.g., professional organization membership or continuing education credits)

The course access factors relate to how accessible a course will be to a particular individual. They include the following—

- Location of course
- Language of instruction
- Course prerequisites
- Time commitment required
- Mode of attendance (e.g., in person or online)
- Course fee

When researching courses, the ProDOPS I team collected information about all of the course relevance and access factors. They then organized the courses in an Excel-based spreadsheet that could easily be filtered and sorted. At the end of ProDOPS I, the team had approximately 158 courses included in the spreadsheet. These courses are not exclusively for people working in reproductive health; they would also be of interest to people working in other health areas, as well as logisticians in general. Similarly, while ProDOPS was most interested in courses that would be of interest to public sector logisticians, people working in the private sector could benefit from many of the courses found, as well.

More information about the courses can be found on the “About LAPTOP” page at <http://www.rhsupplies.org/resources-tools/laptop/about-laptop>. The screenshot of this page can also be found in Appendix A.

Many recommendations were made in the ProDOPS I final paper, some of which were implemented under ProDOPS II. These recommendations relate to increasing access to existing courses and are as follows:

- Disseminate information on courses that were identified.
- Update existing spreadsheet information.
- Develop a “one stop shop” for logisticians to access information about courses.

Summary of ProDOPS II Work

Review and Addition of Courses in Spreadsheet

Through ProDOPS II, the team reviewed and updated all of the courses identified in ProDOPS I to ensure that the courses still existed and that the course details were accurate in the spreadsheet. The team also conducted additional research, which led to adding approximately 30 new courses to the spreadsheet, including courses conducted in Portuguese.

Dissemination and Analysis of Survey Regarding Training Needs

In order to get a better sense of people’s training needs, the ProDOPS II team used a similar survey to that which was distributed under ProDOPS I. The survey questions were then input into Survey Monkey, an online survey tool, in order to reach a broader

audience and improve the response rate. In addition, the survey was translated into French, Spanish, and Portuguese.

The request to complete the survey was disseminated via the IAPHL listserv, as well as e-mailed to all USAID | DELIVER PROJECT and Partnership for Supply Chain Management Systems (PfSCM) project offices. This enhanced distribution resulted in 117 responses (a four-fold increase from the ProDOPS I survey).

The analysis of the survey results includes comparisons of the current course offerings and the expressed needs of public health logisticians. This information was first reported in the Activity 1.2 Results Narrative Report in November 2010; it can also be found here in Appendix E. The text boxes in Appendix E highlight how well current opportunities match respondents' needs and also identify gaps where professional development needs are not currently being met.

Creation of Online Database

Next, the team turned the spreadsheet of course opportunities into an online database housed on the RHSC's website so that it would be easily accessible and, therefore, useful to logisticians looking for information about professional development opportunities. To do this, JSI contracted with Active Elements, an IT company in Germany that manages the RHSC's website. JSI developed a mock-up of the website that integrated LAPTOP within the RHSC's website. The mock-up included the menu structure, web pages, and report layouts. JSI also converted the data from Excel into a database with various tables and provided the export of the database to Active Elements. Active Elements then imported the database into a MySQL database and created the website.

JSI provided significant feedback throughout the process. For example, some data truncation issues were found during the transition to the online database. In addition, some foreign language text initially suffered due to data conversion errors related to special characters (i.e., accents). These issues were subsequently fixed.

An online project management tool called Smartsheet proved very useful for managing website feedback and tracking the status of various related tasks. When fixes were made, JSI checked the development site in both Mozilla Firefox and Internet Explorer to make sure the site worked as expected in both browsers, assuming that if it worked in both of these browsers, it would also work in Chrome and other browsers as well. (In several cases it was necessary to clear the browser's caching in order to see the changes made to the site.)

The website includes the main view at <http://www.rhsupplies.org/resources-tools/laptop> and the admin mode available after logging in at <http://www.rhsupplies.org/resources-tools/laptop/admin-login>. The admin mode allows site administrators to add and delete courses and manage course details through the web interface. It also allows site administrators to determine the sorting order for lists (which is the same as the order of dropdown options displayed in the course details in the admin mode). Explanations of site functionality and key screenshots can be found in Appendix A for the regular view of the site and Appendix B for the admin mode.

There are currently 201 courses listed in LAPTOP. These courses are primarily based on the team's research, but also reflect the course updates, additions, and deletions course providers have made since LAPTOP has been launched.

Launch

The launch of LAPTOP was announced in various ways:

- A colorful, exciting e-mail to—
 - The course providers whose e-mail addresses were listed in LAPTOP. In this e-mail, the course providers were also asked to update their course information. So far, four course providers (i+solutions, Crown Agents, Swiss Tropical and Public Health Institute, and the USAID | DELIVER PROJECT) have provided updated information about their course offerings. This updated information is now live on LAPTOP.
 - All USAID/Commodity Security & Logistics division (CSL) staff, all USAID | DELIVER PROJECT and Supply Chain Management System (SCMS) project staff, as well as relevant field staff of the Making Medical Injections Safer (MMIS) and the Improving Supply Chains for Community Case Management of Pneumonia and Other Common Diseases of Childhood (SC4CCM) projects. Some of the field staff shared the information with their Ministry of Health and USAID mission contacts.
 - The Coalition's mailing lists (in English, French, and Spanish)
 - People that Deliver's member organizations.
- Listservs
 - IAPHL
 - E-DRUG (Essentialdrugs.org)
 - RH Essential Medicines Network
- Newsletters
 - The RHSC's SupplyInsider
 - The USAID | DELIVER PROJECT'S Supply Chain Management newsletter (submitted)
 - The Global Health Council (GHC) newsletter (submitted)
 - Africa Health (article written by a Crown Agents contact)
- Social media
 - Facebook and Twitter (Coalition accounts)
- Presentation to USAID | DELIVER PROJECT and SCMS staff, who were also asked to share the information with field offices and counterparts in-country

Since People that Deliver endorsed LAPTOP and are co-sponsoring it along with the RHSC, they also plan to link to LAPTOP from their website. The USAID | DELIVER PROJECT has also linked to LAPTOP from their website.

Promoting LAPTOP

Once IAPHL takes over the management of LAPTOP, they plan to develop a webinar (i.e., an online video) demonstrating how to use LAPTOP and promote it through an online moderated discussion. LAPTOP will also be featured prominently on the new website that IAPHL is building. See Appendix D for materials that will be provided to IAPHL to help them with the webinar and other management activities moving forward.

In addition to keeping the course information current, LAPTOP's success will depend on the number of people who access and use the site. To maximize the potential reach of LAPTOP, IAPHL plans to employ a sustained approach for promoting LAPTOP by integrating dissemination of information about LAPTOP into all its program activities. As IAPHL works to bring new members on board, LAPTOP will be promoted as part of the outreach. IAPHL's target populations include employees in ministries of health, students in relevant university programs, and those working in implementing organizations.

Updating LAPTOP

The success of LAPTOP largely depends on its course listings staying up-to-date. The links from LAPTOP for course providers to provide updated course information will help ensure that the course content remains current. As further detailed in the Transition Plan deliverable (October 2011), JSI recommends that course providers be contacted annually to update their course information in LAPTOP and that another internet search be conducted in 2012 and every two years thereafter to find additional courses to include in LAPTOP.

IAPHL will be able to support the management required to keep the course information updated. In addition, when a new course is advertised through IAPHL, the course provider should be directed to LAPTOP to also provide information about the course there.

Recommendations for Improving the Site

Initial feedback suggests that LAPTOP will serve as a useful resource for logisticians interested in finding information about course opportunities to improve their supply chain skills. Feedback and inquiries about LAPTOP have come from such varied places as the United States, Nigeria, Nepal, and the Ministry of Health in Peru.

Before LAPTOP went live, JSI submitted a proposal to the RHSC for ProDOPS III. When ProDOPS III was not funded, JSI received feedback that the Coalition liked the ideas, but considered it premature to suggest how to improve the site before it had gone live. The ProDOPS III proposal included the following features in order to aid the site in being considered a "one-stop shop" for supply chain courses:

- *Course provider input:* A new registration feature would enable course providers to log in and update courses themselves directly in LAPTOP. This feature would help ensure that course listings are up-to-date and reduce the staff time currently

needed to make these updates. (Currently, course providers can provide course information via a Google Doc form, but this information then has to be manually entered into LAPTOP by a site administrator.) In addition, course hosts would be able to share additional course promotional materials via the site.

- *User comments and course ratings:* Course participants would be able to comment on and rate courses, as well as find courses based on user ratings.
- *Translations:* The ProDOPS background website and database headers would be translated into French and Spanish.
- *Site usage tracking:* New data collection, tracking, and analytics mechanisms would be added to the site.
- *Site promotion and institutionalization:* A plan to promote the site would be created, along with a transition plan with how-to guides on maintaining the new features.

Since submitting the ProDOPS III proposal, the team has thought of additional recommendations that would also improve site usability and enhance functionality. The ideas originate from various sources, including the JSI LAPTOP team, the Coalition, JSI staff who provided feedback during the brownbag presentation about LAPTOP, and site visitors who responded to the survey and provided feedback about enhancements they would like to see on LAPTOP. (Because of the low response rate to the survey, survey results were not compiled separately.¹) Recommendations for LAPTOP include:

- Show information about when the course is offered, and allow users to search based on calendar dates. (In order for the information not to become out-of-date quickly, there would need to be staff time set aside for finding and managing this information and/or course dates would need to automatically disappear once the date of the course has passed.)
- Allow users to search for courses by keywords. (Add a *keywords* field to the course details. Allow for multiple keywords to be associated with a course.)
- Offer users the option of being e-mailed when new courses of interest are added to LAPTOP. Enable users to sign in and create a profile indicating their areas of interest (based on keywords and/or other criteria, such as location or institution offering the course).
- Consider adding another field related to the time commitment required for the course. The current field relates to the number of hours the course takes. Another useful piece of information is over what time period the course is taken. For example, if a course is noted as having a time commitment of 40 hours, a user may be interested in knowing if it is a one-week course (taken for eight hours per day for one week) or a ten-week course (with four hours per week of course time).
- Allow users to search on more than one field at once (e.g., location = online and cost < \$1,000).

¹ Of the four survey respondents, on average they rated the usefulness of the content available through LAPTOP at 4.5 out of 5 and the ease of navigation at 4.3. Each respondent noted that s/he plans to use LAPTOP to find information about professional development opportunities.

In the future, to promote a greater survey response rate, the LAPTOP team may consider making the survey link more prominent on the LAPTOP homepage and/or offering an incentive to complete the survey.

- Allow users to search on additional fields that are in the Course Details but not shown in the table view of the Searchable Course Database (e.g., whether a degree/certificate is offered and the time commitment required for the course).
- Have an area of the site that links to all of the online courses listed in LAPTOP. This could be through a List of Online Courses.
- From the Searchable Course Database, allow users to export all course details for all courses to Excel.
- From the Course Details, allow users to export all course details for just a particular course to Excel or PDF.
- Allow users to export lists to PDF.
- Enhance the look of the course information exported to Excel and PDF, including by noting in the exports that the information is from LAPTOP.
- Ensure that course descriptions are written in the language in which the course is offered.
- Enhance search capability with regard to foreign-language characters. For example, if a user searches for *estimacion* in a course title, a course title with the word *estimación* should appear, despite the fact that the user did not include the accent. Similarly, a search for *México* should result in finding classes in *Mexico*, despite the difference in whether an accent was used.
- Visually remind users what search they have just conducted. Similarly, show the search and sort information in the downloads to Excel and PDF.
- After conducting a search and double-clicking on a course to view its Course Details, when returning to the Searchable Course Database, continue to show the search results (instead of reloading the whole database). Also, return the user to the page s/he was on instead of returning the user to page 1. Similarly, return the user to the view s/he had chosen (e.g., viewing 40 courses per page instead of 15).
- Maintain more fields through the admin view (i.e., general course topics, whether certificate/degree offered, and whether incentives offered).
- In the admin view, have the locations field allow multiple options to be selected. That way, if a user is looking at the List of Courses by Location, a course that is in France and the Netherlands will appear under both “France” and “Netherlands” instead of only under “France and the Netherlands,” which is a field the user would not necessarily know exists. (Alternatively, a map feature could be added.)
- Add information above the target audience and focus commodity lists so users know what categories are in the list. (Note: If this is done as text, new categories that are added will also need to be updated separately here.)
- Adjust column widths in lists so that institution and location names are not cut off.
- Utilize the empty space on the screen so that more of the information in the database is visible on the Searchable Course Database page. (Have the site take up the whole width of the screen, as done on the RHInterchange page.)
- Ensure that the vertical and horizontal lines in the database grid are always visible. (Sometimes some of them disappear.)
- In the admin mode, allow a quicker way to arrange items for lists (e.g., to order the locations in the List of Courses by Location). (Currently, when a new location

is added, it appears at the top of the list and has to be moved manually place-by-place until it reaches its correct sorting location. Also, the way the pages reload makes this process more time-consuming, as the site does not remember a user's settings in terms of the number of entries to view at once and which page the user was on most recently.)

- Enable site administrators to decide not to show a newly added course in the Newly Added Courses box. This way, when we create "test" courses in order to test a new site feature, they will not show up in the Newly Added Courses box.

Site Sustainability and Staff Time

The RHSC suggested including advertisements in the site in order to help make LAPTOP financially sustainable in the future. Marketing the availability of advertising space could be a way to provide funding for LAPTOP; funding will be needed for staff to ensure that course providers and potential users are aware of the site and to promote site usage. (There is already an advertisement on LAPTOP's homepage, but it is currently being offered free of charge.)

Staff time will also be needed to input new and updated course information, to respond to questions, and to search for new course information. Additional staff time will be needed in order to realize any of the recommended site improvements or enhancements. The ability to implement these recommendations will depend on funding both for staff to plan and oversee the enhancements and for Active Elements staff to implement them.

Recommended Immediate Next Steps for IAPHL

As IAPHL begins to support the management of LAPTOP, we recommend the following as immediate action items:

- Improve the contact information listed in the Course Details. Contact the course providers that have not been previously contacted. Also send a reminder e-mail to those that have already been contacted to remind them to peruse the site and provide course updates.
- Create a new, flashy e-mail and flier to promote LAPTOP.
- Use the webinar that IAPHL will be creating as a way to reintroduce the site to potential users.
- Update and add course information to LAPTOP when new information is added to the Google Docs forms. First, for each Google Docs form (i.e., regarding courses to update in LAPTOP, courses to add to LAPTOP, and the site feedback survey), ensure that the site administrator is notified when there is an update. (In each Google Doc form, choose Tools - Notification Rules and then select the option that says *Notify me when a user submits a form.*) See Appendix C for tips regarding adding/updating course information.
- For the courses where the course fee information is currently blank, do online research and/or contact the course provider to determine the course fees. If courses remain where the course fee cannot be ascertained, add a note to the

table in the About LAPTOP page to explain that blank course fees indicate that course fee information could not be ascertained. Consider also adding a note to the lists (especially the List of Courses by Cost) and the Searchable Course Database page to explain this.

- Ensure that each course's Course Details page includes a web address related to the course or institution offering the course.

Appendix A. Site Functionality and Selection of Screenshots

Location on the Reproductive Health Supplies Coalition Website

LAPTOP can be found in the Resources & Tools section of the Coalition's website.



Reproductive Health
Supplies Coalition

English | Français | Español

Search



Resources & Tools

Resources & Tools

The Coalition serves as a global resource on reproductive health (RH) supply security. The following tools provide instant, online access to key resource information.

About Us

About RH Supplies

Working Groups

News & Events

Resources & Tools

Country Profiles

Advocacy Toolkit

Innovation Fund

Learning and
Professional Training
Opportunities
(LAPTOP)

RHInterchange

SPARHCS

Supplies Information
Database (SID)

Becoming a Member

HANDtoHAND Campaign



Country Profiles

The Country Profiles present up-to-date information on reproductive health commodity security for 14 key countries in Africa, Asia and Latin America.



Advocacy Toolkit

The advocacy toolkit and guide is a practical, evidence-based tool designed to foster policy change for increased commitment to RH supplies.



Innovation Fund

The Innovation Fund provides the means to translate into action new ideas and for advancing global RH supply security.



LAPTOP

LAPTOP contains information about supply-chain related professional development opportunities for public-sector health commodity managers.



RHInterchange

The RHInterchange is a free, web-based tool that provides accurate information on past, present, and future supply orders for over 144 countries.



SPARHCS

SPARHCS is a tool to help countries develop and implement strategies to secure essential supplies for family planning and RH programmes.



Supplies Information Database (SID)

SID is an online reference library with over 6,000 records on RH supplies at country level, including studies and assessments dating back to 1986.

LAPTOP Homepage

The LAPTOP homepage link is www.rhsupplies.org/resources-tools/laptop/.



Reproductive Health
Supplies Coalition

English | Français | Español

Resources & Tools / Learning and Professional Training Opportunities (LAPTOP)

Welcome to LAPTOP

Welcome to LAPTOP, your go-to course finder that offers you a world of training opportunities in supply chain management.

This joint initiative by the Reproductive Health Supplies Coalition and People that Deliver is designed to help you improve your skills, advance your career, and find the right course – at the right time, the right place and the right price.

Read more about LAPTOP

About Us

About RH Supplies

Working Groups

News & Events

Resources & Tools

Country Profiles

Advocacy Toolkit

Innovation Fund

Learning and Professional Training Opportunities (LAPTOP)

RHInterchange

SPARHCS

Supplies Information Database (SID)

Becoming a Member

HANDtoHAND Campaign





Reproductive Health
Supplies Coalition

PEOPLE that DELIVER

LAPTOP was developed by **John Snow, Inc.** with financial support from the Innovation Fund of the Reproductive Health Supplies Coalition.

Advertisement





Crown Agents
Training

Newly Added Courses

- [Crown Agents Certificate in Integrity in Procurement: Skills & Solutions](#)
- [Crown Agents Certificate in Health Supply Chain Management](#)
- [Health District Management: Priority Setting, Planning and Programme Design](#)
- [Health District Management: Priority Setting and Resource Allocation](#)
- [Health District Management: Planning and Programme Design](#)

Read more

Survey

Please take a minute to fill out a quick **survey** about LAPTOP.

Your feedback is appreciated!

Course Providers

Provide information to help us:

- Update** your organization's courses that are already listed in LAPTOP.
- Add** additional courses to LAPTOP.

After review, your updates will be published on the site.

[CONTACT](#) | [PRIVACY POLICY & DISCLAIMER](#) | [BOOKMARK THIS PAGE](#) | [SEND TO A FRIEND](#)

Users can return to the homepage at any time by using the menu on the left side of the page, the *breadcrumbs* on the top of the page, or the Internet browser's *Back* button.

Searchable Course Database Page

The Searchable Course Database is a key part of LAPTOP.



English | Français | Español

Resources & Tools / Learning and Professional Training Opportunities (LAPTOP) / Lists / Searchable Course Database

Searchable Course Database



Use the at the bottom of the table to search for courses.
Double-click on a course name to view detailed information about the course.

- About Us
- About RH Supplies
- Working Groups
- News & Events
- Resources & Tools
 - Country Profiles
 - Advocacy Toolkit
 - Innovation Fund
 - Learning and Professional Training Opportunities (LAPTOP)
 - RHInterchange
 - SPARHCS
 - Supplies Information Database (SID)
- Becoming a Member
 - HANDtoHAND** Campaign

Course name	Course fee (in US\$)	Institution	Location	Language	Sector	Audience
Achats et Gestion des Approvisionnement	3,690	Solutions	Netherlands	English, French	Public	Open Enrollment
Advanced Certificate Programme in Supply Chain Management	3,709	University of Pretoria, South Africa	South Africa	English	Private	Facility Manager
Bachelor of Science in Supply Chain Management	18,014	University of Maryland-College Park	USA, Maryland	English	Private	Open Enrollment
Briefing - Inventory	2,000	Logistics Learning Alliance	Any location	English	Other	Practitioner
Briefing - Inventory	620	Logistics Learning Alliance	Online	English	Other	Practitioner
Briefing - Production	2,000	Logistics Learning Alliance	Any location	English	Other	Practitioner
Briefing - Production	620	Logistics Learning Alliance	Online	English	Other	Practitioner
Briefing - Sourcing	2,000	Logistics Learning Alliance	Any location	English	Other	Practitioner
Briefing - Sourcing	620	Logistics Learning Alliance	Online	English	Other	Practitioner
Briefing - Supply Chain	2,000	Logistics Learning Alliance	Any location	English	Other	Practitioner
Briefing - Supply Chain	620	Logistics Learning Alliance	Online	English	Other	Practitioner
Briefing - Transport	2,000	Logistics Learning Alliance	Any location	English	Other	Practitioner
Briefing - Transport	620	Logistics Learning Alliance	Online	English	Other	Practitioner
Briefing - Warehousing	2,000	Logistics Learning Alliance	Any location	English	Other	Practitioner
Briefing - Warehousing	620	Logistics Learning Alliance	Online	English	Other	Practitioner

Legend:

- Search
- Reload /restore full database
- Export to Excel or XML
- Export to PDF
- Export to CSV

Course Providers:

Provide information to help us:

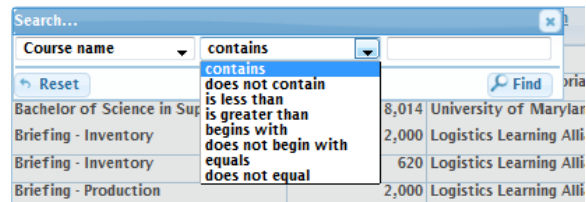
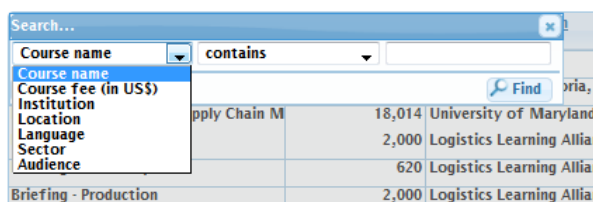
- **Update** your organization's courses that are already listed in LAPTOP.
- **Add** additional courses to LAPTOP.

After review, your updates will be published on the site.

The column lines can be moved in order to see the full contents in a cell.

To find all the course details for a course, you can double-click on the course from the table. You'll find a link to the organization's website, contact information, and all of the other course details.

Clicking on the magnifying glass icon in the bottom blue bar of the table brings up a search box:



The “Reload/restore full database” icon in the bottom blue bar of the table can be used after conducting a search in order to access all of the courses again.

Courses can also be sorted by clicking on the column header.

To use additional filters, you can download the course information to Excel by clicking the “Export to Excel or XML” or the “Export to CSV” buttons at the bottom of the table. You can then further organize your courses via Excel.

Below is a screenshot of the beginning of the course information in Excel.

	A	B	C	D	E	F	G	H
1	Course name	Course fee (in USD)	Institution	Location	Language	Sector	Audience	
2	Achats et Gestion des Approvisi	3,690	i+solutions	Netherla	English,	Public	Open Enrollment	
3	Advanced Certificate Programm	3,709	University of Pretoria, S	South Afr	English	Private	Facility Manager	
4	Bachelor of Science in Supply Ch	18,014	University of Maryland-USA, Mar	USA, Mar	English	Private	Open Enrollment	
5	Briefing - Inventory	2,000	Logistics Learning Allian	Any locat	English	Other	Practitioner	
6	Briefing - Inventory	620	Logistics Learning Allian	Online	English	Other	Practitioner	
7	Briefing - Production	2,000	Logistics Learning Allian	Any locat	English	Other	Practitioner	
8	Briefing - Production	620	Logistics Learning Allian	Online	English	Other	Practitioner	
9	Briefing - Sourcing	2,000	Logistics Learning Allian	Any locat	English	Other	Practitioner	
10	Briefing - Sourcing	620	Logistics Learning Allian	Online	English	Other	Practitioner	
11	Briefing - Supply Chain	2,000	Logistics Learning Allian	Any locat	English	Other	Practitioner	
12	Briefing - Supply Chain	620	Logistics Learning Allian	Online	English	Other	Practitioner	
13	Briefing - Transport	2,000	Logistics Learning Allian	Any locat	English	Other	Practitioner	
14	Briefing - Transport	620	Logistics Learning Allian	Online	English	Other	Practitioner	
15	Briefing - Warehousing	2,000	Logistics Learning Allian	Any locat	English	Other	Practitioner	
16	Briefing - Warehousing	620	Logistics Learning Allian	Online	English	Other	Practitioner	
17	Buenas Prácticas de Almacenam	225	Grupo Terra Farma	Bolivia, L	Spanish	Public	Practitioner	
18	Certificado Introductorio en Adc	1,575	UNDP	Various (Spanish	Public	Program Manager	
19	Certification in Humanitarian Lo	1,795	Fritz Institute/Charterec	Online ar	English,	NGO	Practitioner	
20	Certification in Humanitarian M	952	Fritz Institute/Charterec	Online ar	English	NGO	Practitioner	
21	Certification in Humanitarian Su	2,805	Fritz Institute/Charterec	Online ar	English	NGO	Program Manager	

You can also export to PDF to save course information for future viewing.

The icons to export the course information to Excel or XML, PDF, and CSV will export the information you see in the table. If you have not done a search, it will export information from all of the courses. If you have done a search, it will export information just from the courses that met your search criteria. Either way, you will export the columns you see in the table (not the additional course details that you see by double-clicking on a course).

Exporting to CSV will not maintain the appearance of foreign-language characters (e.g., accents). However, this option is provided because some computers will not be set up to automatically open XML files in Excel, which may cause difficulty for those trying to open an XML file.

Below is a screenshot of the beginning of the course information in PDF.

Course name	Course fee (in US\$)	Institution	Location	Language	Sector	Audience
Achats et Gestion des Approvisionnements des Produits Essentiels de Laboratoire	3,690	i+solutions	Netherlands	English, French	Public	Open Enrollment
Advanced Certificate Programme in Supply Chain Management	3,709	University of Pretoria, South Africa	South Africa, Pretoria	English	Private	Facility Manager
Bachelor of Science in Supply Chain Management	18,014	University of Maryland-College Park; Robert H Smith School of Business; Dept of Logistics, Business, and Public Policy	USA, Maryland	English	Private	Open Enrollment
Briefing - Inventory	2,000	Logistics Learning Alliance	Any location	English	Other	Practitioner
Briefing - Inventory	620	Logistics Learning Alliance	Online	English	Other	Practitioner
Briefing - Production	2,000	Logistics Learning Alliance	Any location	English	Other	Practitioner
Briefing - Production	620	Logistics Learning Alliance	Online	English	Other	Practitioner
Briefing - Sourcing	2,000	Logistics Learning Alliance	Any location	English	Other	Practitioner
Briefing - Sourcing	620	Logistics Learning Alliance	Online	English	Other	Practitioner
Briefing - Supply Chain	2,000	Logistics Learning Alliance	Any location	English	Other	Practitioner
Briefing - Supply Chain	620	Logistics Learning Alliance	Online	English	Other	Practitioner
Briefing - Transport	2,000	Logistics Learning Alliance	Any location	English	Other	Practitioner
Briefing - Transport	620	Logistics Learning Alliance	Online	English	Other	Practitioner
Briefing - Warehousing	2,000	Logistics Learning Alliance	Any location	English	Other	Practitioner
Briefing - Warehousing	620	Logistics Learning Alliance	Online	English	Other	Practitioner
Buenas Prácticas de Almacenamiento y Distribución - Importancia de la Cadena de Suministro	225	Grupo Terra Farma	Bolivia, La Paz	Spanish	Public	Practitioner

Course Details

Double-clicking on a course from the Searchable Course Database or clicking on the course name from a list will bring you to all of the course's details.



English | Français | Español

Resources & Tools / Learning and Professional Training Opportunities (LAPTOP) / Course Description

Course Details



- About Us
- About RH Supplies
- Working Groups
- News & Events
- Resources & Tools**
- Country Profiles
- Advocacy Toolkit
- Innovation Fund
- Learning and Professional Training Opportunities (LAPTOP)
- RHInterchange
- SPARHCS
- Supplies Information Database (SID)
- Becoming a Member
- HANDtoHAND Campaign

Course Name:
Lessons in Logistics Management for Health Commodities

Institution:
USAID | DELIVER PROJECT

Location:
Online or CD-ROM

Website Address:
deliver.jsi.com/dhome/resources/tools

Contact Information:
askdeliver@si.com

Language:
English

Course Objectives:
Understand basic logistics principles, assess stock status, describe logistics system options, and manage information.

Sector:
Public

General Course Topics:
Variety/range of logisticsttopics in some detail

Specific Course Topics:
Introduction to Logistics, Logistics Management Information Systems, Assessing Stock Status, Maximum-Minimum Inventory Controls Systems, Selecting Maximum-Minimum Inventory Controls Systems, Storage of Health Commodities, Assessing Logistics Systems, and Quantification of Health Commodities.

Total Time Commitment (Estimated Hours):
10

Logistics Topics Coverage % (Estimate):
100

Focus Commodity:
Health, including RH

Commodities Covered:

Accredited:

Audience:

Accredited by:

Certificate or Degree Offered:

Certificate or Degree Name:

Mode of Attendance:

Attendance Description:

Incentives:

Prerequisites:

Incentives Description:

Prerequisites Description:

Course Fee (in US\$):

Discount Available:

Course Fee Description:

Discount Description:

Additional Comments

Lists

Lists (i.e., pre-determined reports) can be accessed from the homepage. Compared to the Searchable Course Database, lists look nice and organize the information for users without requiring them to search or sort. Users can access course details from lists by clicking on the course name.

For these lists, normally the course description reflects the course objectives, but if the course objectives field is blank it reflects the specific course topics field instead.

The following screenshots show the different categories of focus commodities included in LAPTOP.



English | Français | Español

Search →

Reproductive Health Supplies Coalition

Resources & Tools / Learning and Professional Training Opportunities (LAPTOP) / Lists / List of Courses by Focus Commodity

List of Courses by Focus Commodity

Course Name	Institution	Location	Language	Attendance	Cost (US\$)	Course Description
Health, including RH						
Diplomado Gestión de la Cadena de Suministro de Medicamentos Esenciales	PRISMA - Perú	Online	Spanish	Online	1,000	Desarrollar y fortalecer un conjunto de conceptos y habilidades que apoyan el diseño e implementación de una cadena de...
Disponibilidad Asegurada de Insumos: Principios y Práctica	PRISMA - Perú	Peru, Lima	Spanish	In-person	580	Understand how strengthening policy-level commitment, financial resources, and local capacity can help ensure an...
Estimación y Programación de las Necesidades de Insumos	PRISMA - Perú	Peru, Lima	Spanish	In-person	580	Increase participants' knowledge and skills in using a data driven process to improve accuracy of forecasts, estimate...

About Us
About RH Supplies
Working Groups

Health, non-RH specific						
Curso Taller: Certificación en Buenas Prácticas de Almacenamiento	PRISMA - Perú	Peru, Lima	Spanish	In-person	86	Conocer cada una de las etapas del proceso de implementación en BPA de un almacén especializado de medicamentos;...
Global Drug Facility and Green Light Committee Consultant Training	Strengthening Pharmaceutical System (SPS), Global Drug Facility and Green Light Committee	Kenya, Nairobi	English	In-person		Training will enable participants to serve as a GDF/GLC consultant.
Logistics Management of Drugs and Medical Commodities	AMREF	Kenya	English	In-person	300	Provide participants with the competencies they need to maintain an efficient and effective patient/client focused drug...

Any or other commodity						
Advanced Certificate Programme in Supply Chain Management	University of Pretoria, South Africa	South Africa, Pretoria	English	In-person	3,709	The target market for this advanced program includes middle management in areas of Material Supply-, Inventory-,...
Bachelor of Science in Supply Chain Management	University of Maryland-College Park; Robert H Smith School of Business; Dept of Logistics, Business, and Public Policy	USA, Maryland	English	In-person	18,014	Produce outstanding professionals in the field of logistics, transportation and supply chain management.
Briefing - Inventory	Logistics Learning Alliance	Online	English	Online	620	Understanding of fundamentals of inventory and why it is important; gain an appreciation of where inventory sits in the...

Display:	Please Choose ▾
Page:	1 2 3 4 5

About LAPTOP Page

This page provides more information about LAPTOP, the course details in LAPTOP, and how courses were found to include in LAPTOP.



[English](#) | [Français](#) | [Español](#)

Search

[Resources & Tools](#) / [Learning and Professional Training Opportunities \(LAPTOP\)](#) / [About LAPTOP](#)

About LAPTOP

Learning and Professional Training Opportunities for Public Sector Health Commodity Managers



- [Background](#)
- [Contact Information](#)
- [Course Information/User Notes](#)
- [Approach Used to Research Courses for the Database](#)

[About Us](#)

[About RH Supplies](#)

[Working Groups](#)

[News & Events](#)

[Resources & Tools](#)

[Country Profiles](#)

[Advocacy Toolkit](#)

[Innovation Fund](#)

[Learning and Professional Training Opportunities \(LAPTOP\)](#)

[RHInterchange](#)

[SPARHCS](#)

[Supplies Information Database \(SID\)](#)

[Becoming a Member](#)

Background

LAPTOP serves as an information clearinghouse on professional development opportunities for health commodity managers in developing countries. The database includes courses that focus on the development of practical skills that have the potential to result in more professional management of public sector supply chains and therefore in improved product availability in country. These include classroom-based courses and workshops, self-directed distance learning programs, and degree programs.

Contact Information

For more information about course specifics, please contact the organizations offering the courses. For questions about LAPTOP, contact [secretariat\(at\)rhsupplies.org](mailto:secretariat(at)rhsupplies.org).

Course providers:

To update a course already in LAPTOP, [click here](#).

To add an additional course to LAPTOP, [click here](#).



Course Information/User Notes

Using LAPTOP, users can find and organize courses in a variety of ways:

- From the LAPTOP homepage users can obtain a list of courses by category.
- Users can search the database using the magnifying glass icon and sort by clicking on the field headers.
- Users can download course information to Excel or PDF.
- By double-clicking on an entry in the database, users will be directed to all of the course's details.

The table below explains the information available and where it can be found.

Course Information Categories	Where You Can Find the Information		In the course DETAILS	Notes
	As a HEADER in the searchable course database	In a LIST available from the homepage		
Course name	✓	✓	✓	
Course fee (in US\$)	✓	✓	✓	In some cases, this is the fee for the course only; it might not include associated expenses like transportation, lodging, meals, or textbook expenses. Please see the course fee description field for more information and/or contact the organization offering the course.
Course fee description			✓	A description of what the course fee covers is provided.
Institution offering the course	✓	✓	✓	
Location of the course	✓	✓	✓	Includes many different countries, "any location," several "online" options, and several instances where a course is offered in "various" locations
Mode of course attendance		✓	✓	Categorized as in-person, online, other self-guided, or combination. There is also room to provide additional detail if needed.
Language in which the course is offered	✓	✓	✓	Includes English, French, Portuguese, and Spanish. Some courses are offered in more than one of these languages.
Sector	✓		✓	Includes public, private, NGO, and other
Target audience	✓	✓	✓	Categorized as practitioner, facility manager, program manager, technical assistance provider, and open enrollment
Focus commodity		✓	✓	Categorized as health, including RH; health, non-RH specific; any or other commodity; and not indicated
List of commodities covered			✓	
Course objectives		✓	✓	
General course topics			✓	Categorized as one logistics function in great detail, variety/range of logistics topics in some detail, or general /service course with some logistics included
Specific course topics			✓	
Accreditation		✓	✓	Information is provided on whether the course is accredited and by whom.
Total time commitment (estimated hours)			✓	
Estimated percentage of course spent on logistics topics			✓	The percentages were estimated by the LAPTOP development team.
Prerequisites			✓	Information is provided on whether there are prerequisites and a description of them.
Certificate or degree offered			✓	Information is provided on whether there is any type of certificate offered (categorized as certificate, certification, degree, no, or not specified) and the name of the certificate. The participant may receive a certificate of attendance, participation, or competency.
Incentives			✓	Information is provided on whether there are incentives and a description of them. Incentives vary but may include items such as professional memberships or academic credits.
Discounts		✓	✓	Information is provided on whether discounts are available and a description of them.
Contact information			✓	
Website address			✓	
Additional comments			✓	

Approach Used to Research Courses for the Database

To find relevant courses for the database, in 2009 and 2010, the LAPTOP development team conducted an Internet search. Using Google, the team searched for several combinations of key terms in English, French, Spanish and Portuguese. A sampling of these terms follows.

English	French	Spanish	Portuguese
Supply chain	Chaîne d'approvisionnement	Cadena de suministro	
Logistics	Logistique	Logística	Logística
Course	Cours	Curso	Curso
Training	Formation	Entrenamiento	Pós-Graduação
Class	Classe	Clase	Diploma
Public health	Santé publique	La salud pública	
Reproductive health	Santé de la reproduction	Salud reproductiva	Saude reprodutiva
Commodities	Produits pharmaceutique	Insumos	Medicamentos
Supplies	Fournitures	Suministros	
Commodity management	Gestion des produits pharmaceutiques	Gestión de insumos	Gestão da Cadeia de Suprimentos

Websites of organizations involved in public health logistics were also searched for references to training opportunities. In addition to Internet searches, the team compiled its knowledge of organizations offering courses based on electronic announcements circulated by colleagues and notices posted to groups such as the Council of Supply Chain Management Professionals (CSCMP) and the International Association of Public Health Logisticians (IAPHL).

The team encountered a few challenges through its review of hundreds of websites. A plethora of private-sector oriented supply chain courses exists at universities, so only a sampling from each region of the world were listed since these courses are not entirely applicable to a public health audience and because there were too many to list in the database. In this context, the courses in the database are representative of typical offerings but not an exhaustive inventory.



The site also contains links to allow course providers to provide information about courses to help keep the database up-to-date. After the provided information is reviewed, it will be available in the database.

The quality of the courses listed has not been assessed. For more information about the courses, please contact the organization offering the course.

[CONTACT](#) | [PRIVACY POLICY & DISCLAIMER](#) | [BOOKMARK THIS PAGE](#) | [SEND TO A FRIEND](#)

Newly Added Courses Page

A box with the names of the five most recently added courses can be found on the LAPTOP homepage. When you click “Read more” you will find a longer list – of the 12 most recently added courses, as well as a short description of each of them. To arrive at a course’s details, click on the course name.



English | Français | Español

Search →

Resources & Tools / Learning and Professional Training Opportunities (LAPTOP) / Small Lists / Newly Added Courses

Newly Added Courses



About Us

About RH Supplies

Working Groups

News & Events

Resources & Tools

Country Profiles

Advocacy Toolkit

Innovation Fund

Learning and Professional Training Opportunities (LAPTOP)

RHInterchange

SPARHCS

Supplies Information Database (SID)

Becoming a Member

HANDtoHAND Campaign



Crown Agents Certificate in Integrity in Procurement: Skills & Solutions

"Develop the skills required to monitor, investigate and audit procurement operations for malpractice. The issue of institutional integrity and..."



Crown Agents Certificate in Health Supply Chain Management

This course looks at how to create strategies and develop tools for effective management of health supply chain. A reliable, cost-effective and..."



Health District Management: Priority Setting, Planning and Programme Design

Objectives and content Part I Health policies and priorities: By the end of the course participants will be able – To critically reflect concepts..."



Health District Management: Priority Setting and Resource Allocation

"Objectives and content Participants will work in small teams (max. 6 members), facilitated by experienced tutors. At the end of the course, they..."



Health District Management: Planning and Programme Design

"At the end of the module students will be able to ... • to work with concepts of priority setting, economics and planning regarding the development..."



Prévision et Quantification des Médicaments et des Fournitures Médicales

This course addresses the major challenges faced during quantification and aims at building participants' capacity to manage the forecasting and..."



Gestion des Achats et des Stocks des Médicaments et des Fournitures Médicales

This training aims to improve the knowledge and gives practical tools of the following aspects of procurement: - Manage and evaluate procurement..."



Achats et Gestion des Approvisionnements des Produits Essentiels de Laboratoire

- Recognize the major components of functional health systems and how these apply to laboratory service needs. - Critically assess a supply chain..."



Procurement Management of Medicines and Medical Supplies

This training aims to improve knowledge and gives practical tools of the following aspects of procurement: - Managing and evaluating procurement..."



Forecasting and Quantification of Medicines and Medical Supplies

This course addresses the major challenges faced during quantification and aims at building participants' capacity to manage the forecasting and..."

Survey Page

This survey allows users to provide feedback and suggestions regarding the site.



English | Français | Español

Resources & Tools / Learning and Professional Training Opportunities (LAPTOP) / Survey



Survey

Feedback on LAPTOP (Learning and Professional Training Opportunities)

This quick survey is to find out what you think of LAPTOP and how we can improve it. We're interested in your feedback!

Please rate the usefulness of the content available through LAPTOP.

1=poor, 2=fairly poor, 3=okay, 4=good, 5=great

1 2 3 4 5
 Poor Great

Please rate the ease of navigation.

1 2 3 4 5
 Poor Great

Do you plan to use LAPTOP to find information about professional development opportunities?

Yes
 No
 Not sure

If no or not sure, why not?

- About Us
- About RH Supplies
- Working Groups
- News & Events
- Resources & Tools**
- Country Profiles
- Advocacy Toolkit
- Innovation Fund
- Learning and Professional Training Opportunities (LAPTOP)
- RHInterchange
- SPARHCS
- Supplies Information Database (SID)
- Becoming a Member
- HANDtoHAND Campaign

Which feature(s) do you plan to use? (Check all that apply.)

- Get a list of courses of interest
- Search and sort courses
- View detailed course information
- Download course information to Excel or PDF
- Contribute/update courses for my organization

Is there anything you would like LAPTOP to do that it currently does not do?

- Yes
- No
- Not sure

Please share any recommendations you may have on how we should improve LAPTOP.**Would the following potential features be of use to you? (Please check all that would.)**

- Course attendees are able to rate courses (on a scale of 1-5 stars).
- Course attendees are invited to provide feedback and comments about courses.
- Course providers can log in to input their course listings, allowing for real-time updates.
- Information about LAPTOP is provided in French and Spanish.

What is your country of residence?**What health commodities do you manage? (Check all that apply.)**

- Contraceptives
- Reproductive health supplies
- Essential drugs
- TB commodities
- Malaria-related commodities
- Laboratory commodities
- HIV/AIDS and opportunistic infection commodities
- Vaccines/immunizations
- Other:

Please provide any additional comments you would like to share.**If you can be contacted regarding your survey answers, please provide your e-mail address.**Powered by [Google Docs](#)

Link to Provide Information to Add a Course

From the homepage, the Searchable Course Database page, and the About LAPTOP page, there are links for course providers to add course information. The link brings course providers to a Google Doc form. After the course provider has submitted information via this form, a LAPTOP administrator has to review the information and transfer each piece of information about the course to LAPTOP via the admin mode in order for the course information to be included in LAPTOP.

Add a Course to be Included in LAPTOP (Learning and Professional Training Opportunities)

LAPTOP is an online resource for supply chain professional development opportunities offered world-wide.

The current course listings can be found by clicking on the Searchable Course Database at <http://rhsupplies.org/resources-tools/laptop/lists/searchable-course-database.html>. To see all of the course details for a particular course, double-click on the course name from the Searchable Course Database.

* Required

If your organization offers a course that is NOT already listed in LAPTOP, please fill out this survey to provide information on that course so that we can include it.

Thank you for helping us keep LAPTOP up-to-date, so that it can continue to be a useful resource for supply chain professionals.

Please do not hesitate to contact secretariat@rhsupplies.org with any questions.

Name, E-mail Address, and Phone Number of Person Completing This Form *
Please include your name and contact information so we can contact you in case we have any questions. This information will NOT be shared in LAPTOP.

Course Name *

Institution Offering Course *
(If your institution is not in this list, choose "Other" at the end of the list.)
Please select from the dropdown list.

Other Institution Offering Course (if not in the previous list)

Location of Course *
Locations include country names, "any location", "online", "onsite", and "various". If the location you're looking for is not in this list, choose "Other" at the end of the list.

Please select from the dropdown list.

Other Location of Course (if not in the previous list)
List the country, followed by the city or state. (For example: Italy, Rome)

Web Address to Include in LAPTOP

Other Contact Information to Include in LAPTOP.
This information will allow individuals interested in finding out more about this course to get in touch with your organization. Information like contact person, e-mail address, and phone number may be included here.

Language in Which Course is Offered *
(Check all that apply.)

English
 French
 Portuguese
 Spanish
 Other:

Course Objectives

Sector *
What sector does this course focus on?

Public
 Private
 NGO
 Other

General Course Topics *

- One logistics function in great detail
- Variety/range of logistics topics in some detail
- General/service course with some logistics included

Specific Course Topics

Total Time Commitment (Estimated Hours)

Approximately how many hours does this course take?

Logistics Topics Coverage % (Estimate)

Approximately what percentage of the course is focused on logistics topics?

Focus Commodity *

What commodities does this course focus on? (Note: RH=reproductive health)

- Health, including RH
- Health, non-RH specific
- Any/other
- Not indicated

Commodities Covered

More specifically, what commodities are covered in this course?

Is this course accredited? *

- Yes
- No
- Don't know

Accredited by

Which institution accredited the course? (If the course is not accredited, choose "N/A". If the institution that accredited it is not in the list, choose "Other" at the end of the list.)

Please select from the dropdown list.

Other Institution Accrediting the Course (if not in the previous list)

Audience *

Who is the primary audience for this course?

- Facility Manager
- Practitioner
- Program Manager
- Technical Assistance Provider
- Open Enrollment

Is a certificate, certification, or degree offered? (And if so, please select the type.) *

- No
- Certificate
- Certification
- Degree
- Not specified (don't know)

If a certificate, degree, or certification is offered, what is the name of the certificate/certification/degree?

Mode of Attendance *

- In-person
- Online
- Other self-guided
- Combination

Attendance Description

If the mode of attendance requires additional description, please provide the description here.

Incentives *

Are there incentives offered for participating in the course?

- Yes
 No
 Not specified (don't know)

Incentives Description

If there are incentives for course participation, please describe them here.

Prerequisites *

Are there prerequisites required for participating in the course?

- Yes
 No
 Not indicated (don't know)

Prerequisites Description

If there are prerequisites required for course participation, please describe them here.

Course Fee *

What is the course fee in US dollars? (If it is free, write 0. In the rare case in which you cannot determine the cost, write Unspecified.)

Course Fee Description


Please describe what the course fee covers and if there are additional costs for participants that are not included in the course fee.

Are there discounts available? *

- Yes
 No
 Don't know

 **Discount/Scholarship Description**

 **Additional Comments**

 **Thank you!**
Thank you for providing information about a course that is not yet listed in LAPTOP. We very much appreciate your help making professional development opportunities for supply chain professionals more readily accessible.

 **Please click SUBMIT.**



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Link to Provide Information to Update a Course

From the homepage, the Searchable Course Database page, and the About LAPTOP page, there are links for course providers to update course information (this includes requesting that a course be deleted from LAPTOP). The link brings course providers to a Google Doc form. After the course provider has submitted information via this form, a LAPTOP administrator has to review the information and make the necessary changes in course information via the admin mode in order for the course information to be updated in (or deleted from) LAPTOP.

Update an Existing Course for LAPTOP (Learning and Professional Training Opportunities)

LAPTOP is an online resource for supply chain professional development opportunities offered world-wide.

The current course listings can be found by clicking on the Searchable Course Database at <http://rhsupplies.org/resources-tools/laptop/lists/searchable-course-database.html>. To see all of the course details for a particular course, double-click on the course name from the Searchable Course Database.

* Required



If your organization offers a course that is ALREADY listed in LAPTOP, please fill out this survey to update the information on that course.

Thank you for helping us keep LAPTOP up-to-date, so that it can continue to be a useful resource for supply chain professionals.

Please do not hesitate to contact secretariat@rhsupplies.org with any questions.



Name, E-mail Address, and Phone Number of Person Completing This Form *

Please include your name and contact information so we can contact you in case we have any questions. This information will NOT be shared in LAPTOP.



Course Name *

(as currently listed in LAPTOP)



Institution Offering Course *

(as currently listed in LAPTOP). (If your institution is not in this list, choose "Other" at the end of the list.)

Please select from the dropdown list.



Other Institution Offering Course (if not in the previous list)

If the institution currently listed in LAPTOP is not in the previous list, write it here.



Do you want to keep this course as it is, update it, or delete it altogether from LAPTOP? *


- Keep this course as it is
- Update it
- Delete it altogether



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If a course provider selects “Keep this course as it is” or “Delete it altogether” they are skipped to the very end of the form and just asked to click “Submit.” If they choose to update the course, they are taken to the next question.

Update an Existing Course for LAPTOP (Learning and Professional Training Opportunities)

 **Page 2 - Updates**



For the fields you would like to update, enter the information that should be included in LAPTOP. The information you provide will replace the information currently in that field. If you want information in a field to remain as it is, leave that field blank here.



When you have finished entering the information for the fields you want to update, scroll down to the bottom of the page and click CONTINUE and then SUBMIT.



Course Name - Updated

Remember: only provide this information if you want to change the name displayed for this course in LAPTOP.



Institution Offering Course - Updated

Remember: only provide this information if you want to change the institution displayed for this course in LAPTOP. (If your institution is not in this list, choose "Other" at the end of the list.)

Please select from the dropdown list.



Other Institution Name Offering Course (if not in the previous list) - Updated

Remember: only provide this information if you want to change the institution displayed for this course in LAPTOP, and if the new institution is not in the above list.



Location of Course - Updated

Locations include country names, "any location", "online", "onsite", and "various". If the location you're looking for is not in this list, choose "Other" at the end of the list.

Please select from the dropdown list.



Other Location of Course (if not in the previous list) - Updated

List the country, followed by the city or state. (For example: Italy, Rome)

🔗 Web Address to Include in LAPTOP - Updated

🔗 Other Contact Information to Include in LAPTOP - Updated
This information will allow individuals interested in finding out more about this course to get in touch with your organization. Information like contact person, e-mail address, and phone number may be included here.

🔗 Language in Which Course is Offered - Updated
(Check all that apply.)

English

French

Portuguese

Spanish

Other:

🔗 Course Objectives - Updated

🔗 Sector - Updated
What sector does this course focus on?

Public

Private

NGO

Other

🔗 General Course Topics - Updated

One logistics function in great detail

Variety /range of logistics topics in some detail

General/service course with some logistics included

🔗 Specific Course Topics - Updated

🔗 Total Time Commitment (Estimated Hours) - Updated

Approximately how many hours does this course take?

🔗 Logistics Topics Coverage % (Estimate) - Updated

Approximately what percentage of the course is focused on logistics topics?

🔗 Focus Commodity - Updated

What commodities does this course focus on? (Note: RH=reproductive health)

- Health, including RH
- Health, non-RH specific
- Any/other
- Not indicated

🔗 Commodities Covered - Updated

More specifically, what commodities are covered in this course?

🔗 Is this course accredited? - Updated

- Yes
- No
- Don't know

🔗 Accredited by - Updated

Which institution accredited the course? (If the course is not accredited, choose "N/A". If the institution that accredited it is not in the list, choose "Other" at the end of the list.)

Please select from the dropdown list.

🔗 Other Institution Accrediting the Course (if not in the previous list) - Updated

🔒 Audience - Updated

Who is the primary audience for this course?

- Facility Manager
- Practitioner
- Program Manager
- Technical Assistance Provider
- Open Enrollment

🔒 Is a certificate, certification, or degree offered? (And if so, please select the type.) - Updated

- No
- Certificate
- Certification
- Degree
- Not specified (don't know)

🔒 If a certificate, degree, or certification is offered, what is the name of the certificate/certification/degree? - Updated

🔒 Mode of Attendance - Updated

- In-person
- Online
- Other self-guided
- Combination

🔒 Attendance Description - Updated

If the mode of attendance requires additional description, please provide the description here.

🔒 Incentives - Updated

Are there incentives offered for participating in the course?

- Yes
- No
- Not specified (don't know)

🔒 Incentives Description - Updated

If there are incentives for course participation, please describe them here.

👤 Prerequisites - Updated
Are there prerequisites required for participating in the course?

Yes
 No
 Not indicated (don't know)

👤 Prerequisites Description - Updated
If there are prerequisites required for course participation, please describe them here.

👤 Course Fee - Updated
What is the course fee in US dollars? (If it is free, write 0. In the rare case in which you cannot determine the cost, write Unspecified.)

👤 Course Fee Description - Updated
Please describe what the course fee covers and if there are additional costs for participants that are not included in the course fee.

👤 Are there discounts available? - Updated

Yes
 No
 Don't know


👤 Discount/Scholarship Description - Updated

👤 Additional Comments - Updated

👤

Powered by [Google Docs](#)

Update an Existing Course for LAPTOP (Learning and Professional Training Opportunities)

 **Thank you!**
Thank you for updating the information about this course for LAPTOP. We very much appreciate your help making professional development opportunities for supply chain professionals more readily accessible.

 **Please click SUBMIT.**



Powered by [Google Docs](#)

Appendix B. Admin Mode Functionality and Selection of Screenshots

Admin Login Page

Admin Menu Page

Even after logging in, in order to access administrator functionality, the admin user must be within the Admin Menu noted on the lefthand menu under LAPTOP. Otherwise, the admin user will experience the site as a regular user does.

Maintain Courses Page



English | Français | Español

Resources & Tools / Learning and Professional Training Opportunities (LAPTOP) / Admin Menu / Maintain Courses

Maintain Courses



- About Us
- About RH Supplies
- Working Groups
- News & Events
- Resources & Tools**
- Country Profiles
- Advocacy Toolkit
- Transparency Fund

Course name ↑	Course fee (in US\$)	Institution	Location	Language	Sector	Audience	Delete
Achats et Gestion des Approvision	3,690	i-solutions	Netherland	English, F	Public	Open Enrollme	X
Advanced Certificate Programme i	3,709	University of Pretoria, So	South Africa	English	Private	Facility Manag	X
Bachelor of Science in Supply Cha	18,014	University of Maryland-C	USA, Maryl	English	Private	Open Enrollme	X
Briefing - Inventory	2,000	Logistics Learning Allianc	Any locati	English	Other	Practitioner	X
Briefing - Inventory	620	Logistics Learning Allianc	Online	English	Other	Practitioner	X
Briefing - Production	2,000	Logistics Learning Allianc	Any locati	English	Other	Practitioner	X
Briefing - Production	620	Logistics Learning Allianc	Online	English	Other	Practitioner	X
Briefing - Sourcing	2,000	Logistics Learning Allianc	Any locati	English	Other	Practitioner	X
Briefing - Sourcing	620	Logistics Learning Allianc	Online	English	Other	Practitioner	X
Briefing - Supply Chain	2,000	Logistics Learning Allianc	Any locati	English	Other	Practitioner	X
Briefing - Supply Chain	620	Logistics Learning Allianc	Online	English	Other	Practitioner	X
Briefing - Transport	2,000	Logistics Learning Allianc	Any locati	English	Other	Practitioner	X
Briefing - Transport	620	Logistics Learning Allianc	Online	English	Other	Practitioner	X
Briefing - Warehousing	2,000	Logistics Learning Allianc	Any locati	English	Other	Practitioner	X
Briefing - Warehousing	620	Logistics Learning Allianc	Online	English	Other	Practitioner	X

Page 1 of 14
Display: 15
1 - 15 of 199

To delete a course, click in the rightmost column.

To add a course, click on the “Add” icon in the bottom blue bar of the table.

Add Course Page

Fields containing an asterisk (*) are required. Which fields these are becomes quite obvious if you try to save a course without completing all of the required questions; these fields turn green.



English | Français | Español

Resources & Tools / Learning and Professional Training Opportunities (LAPTOP) / Admin Menu / Maintain Courses / Add Course

Add Course



- About Us
- About RH Supplies
- Working Groups
- News & Events
- Resources & Tools**
- Country Profiles
- Advocacy Toolkit
- Innovation Fund
- Learning and Professional Training Opportunities (LAPTOP)
 - Admin Menu
 - RHInterchange
 - SPARHCS
 - Supplies Information Database (SID)
- Becoming a Member
- HANDtoHAND** Campaign

<p>Course Name*:</p> <input style="width: 95%; height: 20px; background-color: #d9ead3;" type="text"/>	
<p>Institution*:</p> <input style="width: 95%; height: 20px; background-color: #d9ead3;" type="text" value="Please choose..."/>	
<p>Location*:</p> <input style="width: 95%; height: 20px; background-color: #d9ead3;" type="text" value="Please choose..."/>	
<p>Website Address:</p> <input style="width: 95%; height: 20px;" type="text"/>	
<p>Contact Information:</p> <div style="border: 1px solid #ccc; height: 60px; width: 95%;"></div>	<p>Language*:</p> <input style="width: 95%; height: 20px; background-color: #d9ead3;" type="text" value="Please choose..."/>
<p>Course Objectives:</p> <div style="border: 1px solid #ccc; height: 60px; width: 95%;"></div>	<p>Sector*:</p> <input style="width: 95%; height: 20px; background-color: #d9ead3;" type="text" value="Please choose..."/>
<p>General Course Topics:</p> <div style="border: 1px solid #ccc; height: 60px; width: 95%;"></div>	<p>Specific Course Topics:</p> <div style="border: 1px solid #ccc; height: 60px; width: 95%;"></div>

Total Time Commitment (Estimated Hours): **Logistics Topics Coverage % (Estimate):**

Focus Commodity*:

Commodities Covered:

Accredited: **Audience*:**

Accredited by*:

Certificate or Degree Offered:

Certificate or Degree Name:

Mode of Attendance:

Attendance Description:

Incentives:

Prerequisites:

Incentives Description:

Prerequisites Description:

Course Fee (in US\$):

Discount Available:

Course Fee Description:


Discount Description:

Additional Comments

* Required fields

Maintain Institutions Page

Here, site administrators can maintain the institutions that will show up in the dropdown list for institutions when adding a course or editing a course's details.






English | Français | Español

Search

Resources & Tools / Learning and Professional Training Opportunities (LAPTOP) / Admin Menu / Maintain Institutions

Maintain Institutions

Institution name	Move	Delete
A QTEL - Qualidade Total e Logística, Lda.	▼	✕
African eDevelopment Resource Centre	▲ ▼	✕
AMREF	▲ ▼	✕
ARV Access for Africa/i-solutions	▲ ▼	✕
Central Michigan University-USA	▲ ▼	✕
Centro Universitário Radial	▲ ▼	✕
Council of Supply Chain Management Professionals	▲ ▼	✕
Council of Supply Chain Management Professionals and International Consortium for Organizational	▲ ▼	✕
Council of Supply Chain Management Professionals University	▲ ▼	✕
Crown Agents	▲ ▼	✕
Directivo Global - Grupo Arrima	▲ ▼	✕
Eastern and Southern Africa Management Institute (ESAMI)	▲ ▼	✕
ESCE (Escola Superior de Ciências Empresariais) - uma das escolas de Ensino Superior Público do Ins	▲ ▼	✕
Escola Politécnica de Universidade de São Paulo	▲ ▼	✕
Fritz Institute/Chartered Institute of Logistics and Transport UK	▲ ▼	✕




Page 1 of 4 | Display: 15 | 1 - 15 of 58

About Us

About RH Supplies

Working Groups

News & Events

Resources & Tools

Country Profiles

Advocacy Toolkit

Innovation Fund

To change the sorting order of an institution in the List of Courses by Institution (available from the homepage), use the arrows in the “Move” column until the institution is where you want it to be.

To delete an institution, click in the rightmost column. (Do not do this unless you are sure this institution does not have any courses listed in LAPTOP. Otherwise the course details for this institution's courses will be compromised.)

To add an institution, click on the “Add” icon in the bottom blue bar of the table.



English | Français | Español

Search

Resources & Tools / Learning and Professional Training Opportunities (LAPTOP) / Admin Menu / Maintain Institutions / Add Institutions

Add Institutions

General

Institution name*:

* Required fields

About Us

About RH Supplies

Working Groups

News & Events

Resources & Tools


Country Profiles

Advocacy Toolkit


Innovation Fund

The other icons in the bottom blue bar of the table provide the same functionality that they do for the Searchable Course Database.

To rename an institution, double-click on its name from within the Maintain Institutions table. You will then be able to edit the name. This change will automatically be made to every course listed in LAPTOP for this institution.



English | Français | Español

Resources & Tools / Learning and Professional Training Opportunities (LAPTOP) / Admin Menu / Maintain Institutions / Edit Institutions

Edit Institutions

General

Institution name*:

* Required fields

Appendix C. Tips for Adding/Updating Course Information

When adding information to the Course Details based on information course providers have specified via the links to provide information about a course, remember:

- Information about courses that course providers want to update or add will populate the respective Google Doc forms. As mentioned earlier, it is helpful to set up a Notify rule so that you will be e-mailed automatically when new information is added to the forms. In each Google Doc form, choose Tools - Notification Rules and then select the option that says *Notify me when a user submits a form*.
- In order to work with the information more easily, it is best to export the information from Google Docs to Excel. Then you can change the row heights to enable easier viewing to review information and then copy it into LAPTAP via the admin mode. You can also add columns in Excel to indicate whether the course has been updated in LAPTAP yet, who updated it, and if there is anything left to be done.
- Each time new information is added to one of the Google Doc forms, the spreadsheet can be downloaded and compared to the existing spreadsheet. The new changes will be at the end of the spreadsheet. These new rows can be copied over to the existing Excel spreadsheet for easier management of information.
- The About LAPTAP webpage contains a table of user notes, including what the course information fields mean and how they are categorized. This is a helpful resource to familiarize yourself with before adding course information.
- If a course provider has entered information in the wrong field, make sure it is entered in the correct field in LAPTAP. This may mean making use of the Additional Comments field.
- Edit entries to ensure that the wording and formatting are acceptable.
- In order for the institution's website address to link properly, do not include *http://*.
- If *Other* is chosen for the location, institution, or accrediting institution, first add this new information through the appropriate admin menu "Maintain" page (e.g., through the "Maintain Locations" page). After doing so, use the arrows there to place the new information in the correct sorting order. The new information will now appear in the dropdown list in the admin view when adding or updating a course.
- When adding a new location, enter the country, followed by the state or city (e.g., France, Paris). (If the state or city is not known, just enter the country.)
- Currently LAPTAP contains information about courses in English, French, Spanish, and Portuguese. If a course is offered in another language, include this information in the Additional Comments field. If you find though that a lot of courses are offered in other languages, you may consider adding other language classifications to LAPTAP.
- If the course fee is noted as *unspecified*, do not write *unspecified* in the Course Fee field in LAPTAP; if you do, the course will show up as \$0 in the Searchable Course Database. Instead, leave the course fee field blank, and write in the Course Fee Description field: *Course fee information not provided – please*

contact the course host for this information. If possible, follow up with the institution offering the course to ascertain the course fee information.

- When a respondent chooses *Not specified (don't know)* or *Not indicated (don't know)*, just enter *Not specified* or *Not indicated*; do not enter *(don't know)*. (*Don't know* was added to help respondents understand what *Not specified* or *Not indicated* means in LAPTOP.)
- The accreditation and discounts fields are currently checkboxes, so you cannot indicate if the information was not specified. If you do not know whether the institution is accredited or whether there are discounts for the course, leave the box unchecked.
- When working with the Google spreadsheet for updating courses, first look for the information regarding whether the course provider has indicated that the course should be updated or whether it should be deleted.
- Before adding a new course, check to make sure that it does not already exist in LAPTOP.
- After adding a course, check to make sure it is listed in the Newly Added Courses box on the LAPTOP homepage. This is a quick way to check that the course has in fact been saved.

Appendix D. Additional Information to be Provided to IAPHL

In order to enable IAPHL to effectively manage LAPTOP moving forward, we will provide IAPHL with this document, as well as the following items:

- A username and password for the site admin mode
- Access to the Google Docs forms and responses regarding courses to update in LAPTOP, courses to add to LAPTOP, and the site feedback survey
- A recent spreadsheet of the course information in LAPTOP
- List of course providers contacted
- Technical documentation
- The ProDOPS II Transition Plan
- The ProDOPS III proposal
- A presentation about LAPTOP (with speaker's notes)

Appendix E. Results of the Professional Development Opportunities for Public Sector Health Commodity Managers Survey

In order to compare expressed need for professional development opportunities to the database of currently existing course options, the project team updated and distributed a survey used from the previous Innovation Fund-supported professional development project (ProDOPS I). This online survey was disseminated via the International Association of Public Health Logisticians (IAPHL) listserv, USAID | DELIVER PROJECT offices and local counterparts, the Partnership for Supply Chain Management Systems offices and local counterparts, and the International Planned Parenthood Federation's African Regional Offices and Member Associations. While the exact reach of the survey is unknown, it is known that at the very minimum the survey reached all 548 IAPHL members from 76 countries².

The ProDOPS II project team compiled a listing of 195 public health supply chain courses, trainings, and programs in English, Portuguese, Spanish, and French prior to the distribution of this survey to logisticians. By comparing what currently exists in terms of professional development opportunities in public health logistics to the expressed needs of public health logisticians, the project team can identify clear gaps in the offerings and utilize this information to advocate for additional opportunities that might better meet the expectations and needs of the growing community of public health logisticians. In each section of this paper the survey responses are compared to the Microsoft[®] Excel[®] worksheet listing of 195 professional development opportunities. The text boxes with these comparisons highlight how well current opportunities match up with respondents' needs and also identify gaps where professional development needs are not currently being met.

A Note on the Survey Methodology

The survey was disseminated through the online program "Survey Monkey." While using an online tool allowed the team to reach a wider audience increase response rates, the quality of respondent completion did vary as it most likely would have in a paper-based survey. Due to the nature of how the survey was designed, respondents were able to skip questions and sometimes only answer portions of entire questions. Therefore, while 117 respondents visited the survey, 117 respondents did not answer each and every question completely. Where appropriate the numbers of respondents are indicated near the results of the survey questions presented in this paper. A copy of the survey is included in Annex 1.

Respondent Profile

One hundred and seventeen (117) logisticians from 40 total countries responded to the questionnaire on Professional Development Opportunities for Public Sector Health Commodity Managers representing a four-fold increase from the 31 logisticians that responded to a similar survey under the ProDOPS I project. Utilizing the online survey tool, SurveyMonkey, the ProDOPS II team hoped to ease the survey completion burden; in addition, surveys were sent out not only in English, but also in Spanish, French, and Portuguese. Of these respondents there were:

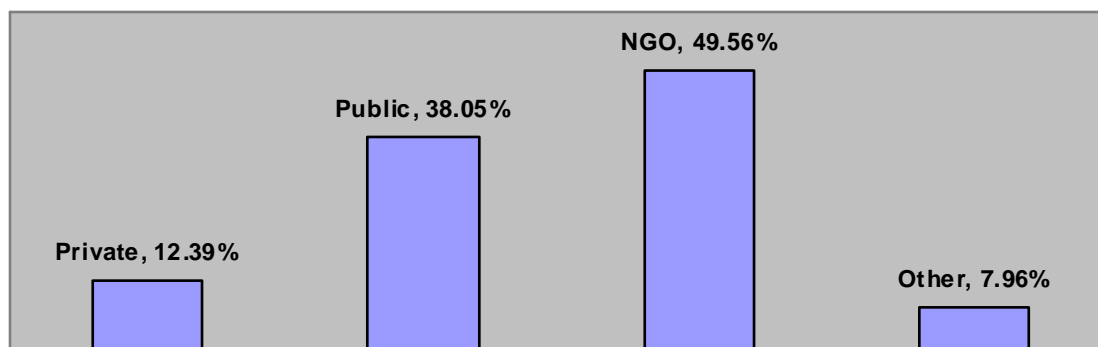
- 95 respondents representing 29 English-speaking countries
- 7 respondents representing 4 French-speaking countries
- 11 respondents representing 6 Spanish-speaking countries
- 4 respondents representing 1 Portuguese-speaking country

² IAPHL membership statistics as of Aug., 30, 2010

The full listing of countries represented by the survey respondents is included in Annex 2.

Charts 1 and 2 represent the percentage breakdown of all respondents by professional sector (i.e. the sector in which they work--Private, Public, NGO and Other) and by professional level (i.e. the level of a system or organization at which they work). For both charts a few respondents selected more than one answer; thus the totals will equal more than 100%.

Chart 1. Respondents by Sector



Given that one of the objectives of the ProDOPS II project is to promote more professional development opportunities for public sector logisticians, it is advantageous that nearly 40% of the respondent pool currently works in the public sector (likely a Ministry of Health). A sampling of the organizations and Ministries represented by survey respondents can be found in Annex 3.

Chart 2. Respondents by Professional Level

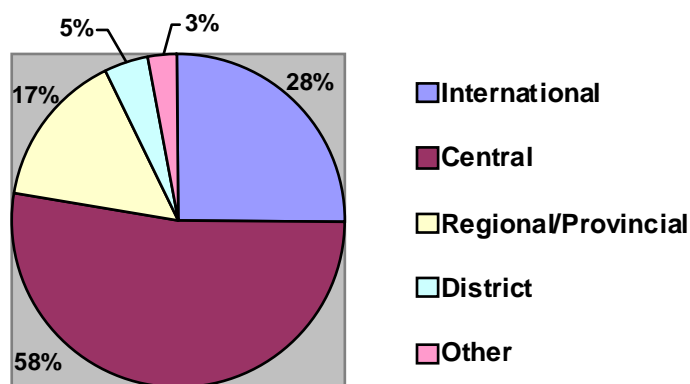
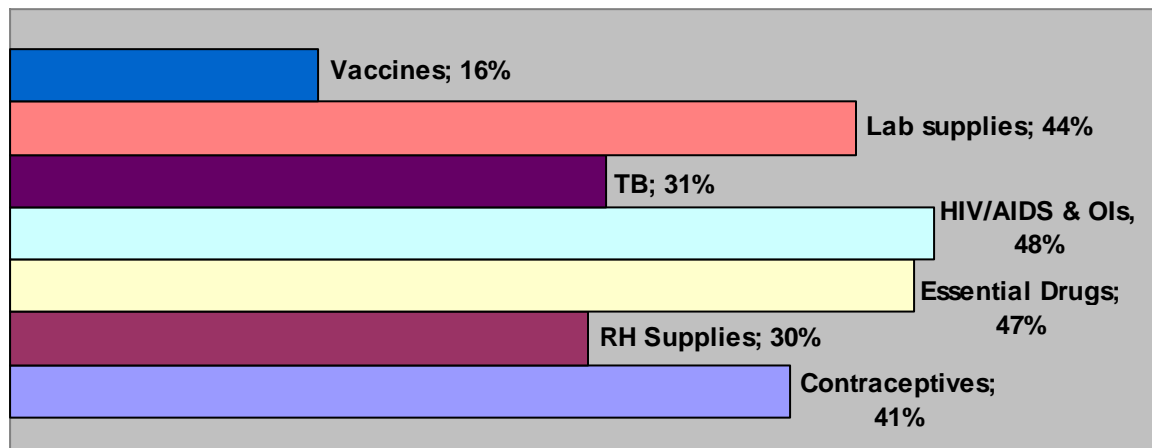


Chart 2 displays that the majority of the survey respondents work at higher levels within a country, with about 75% indicating that they work at the central or regional/provincial levels. ProDOPS II aims to locate opportunities for just this cadre of public health logisticians.

Over 85% of all 117 respondents classified their current positions as either a Practitioner (65%) (i.e. Logistician, Logistics Advisor, warehouse manager, LMIS manager, etc.), or as a Program

Manager (22%). These logisticians also reported working with a wide variety of commodities, demonstrating that while certain groups of commodities such as Lab and HIV and AIDS products have recently received more intense funding and attention globally, quite a few respondents also report working nearly equally as much with essential drugs and contraceptives. Chart 3 below displays these responses.

Chart 3. Commodities Managed by Respondents

Additionally, these logisticians noted that they worked with a number of other commodities including:

- Avian Pandemic Influenza Items
- Consumable Medical Supplies
- Male Circumcision Products
- Laboratory Equipment/Blood Banks
- Community Case Management- related Commodities
- Surgical Materials

The purpose of the survey was to determine the experience and preferences of public health logisticians related to their professional development, including, but not limited to courses, trainings, workshops, online learning, etc. Nearly 71% of all 117 respondents have attended some type of training in public health supply chain management. The most commonly utilized programs were offered through the USAID | DELIVER PROJECT, the Partnership for Supply Chain Management Systems, and John Snow, Inc. Other noted training courses were completed through UNICEF, Family Health International, the United Nations Population Fund, Management Sciences for Health, and International Relief and Development. Of those respondents who have attended a training/workshop, 60% of them indicated that the training met their professional needs “Very Well” or “Well” (32%). A full listing of courses identified by respondents is included in Annex 4.

Survey Respondent Profile -v- ProDOPS II Course Listings

While the majority of survey respondents identified themselves as working in either the public or NGO sector, the largest percentage of the 195 courses listed (42%) in the ProDOPS II database are targeted toward private industry and only 3 courses were specifically targeted at the NGO industry. However, the number of courses which cater to Practitioners and Program Managers more closely matches the survey respondent profile. More specifically the courses in the ProDOPS II database included:

- 61 courses geared toward the Public Sector (31%)
- 81 courses geared toward the Private Sector (42%)
- 3 courses geared toward the NGO Sector (2%)
- 50 courses geared toward any "other" sector (26%)

AND

- 105 courses for Practitioners (58%)
- 37 courses for Program Managers (20%)
- 16 courses for Facility Manager (9%)
- 34 courses that are "Open Enrollment" (13%)

Unfortunately, only 35 courses (18%) of the 195 courses in the ProDOPS II course list focus on health commodities while the majority of the courses (69%) listed in the database address "any/other" type of commodity (not health-focused). While logistics concepts may be applicable across commodity groups, clearly health commodity-focused professional development opportunities in supply chain management are not as extensive as non-health focused courses.

Logistics Competencies

One of the open-ended questions on the survey tried to determine what logistics competencies/knowledge was important for their positions. Respondents provided input on the most critical logistics and professional skills and knowledge that they believed that need to gain. The following is a list, in no particular order, of the most frequently mentioned competencies and areas that the survey respondents identified as critical for public health logisticians.

1. Logistics management (LMIS)
2. Procurement
3. Warehousing
4. Consulting
5. Health Software (such as Quantimed)
6. Microsoft© Excel©/Access©
7. Quantification
8. Communicating with policy makers about supply chain
9. Monitoring and evaluation
10. Human resource management
11. Setting maximum and minimum levels for different levels of care
12. Forecasting
13. Information Systems from the local level
14. Customs procedures
15. Plans, Budgets & Estimating Needs

In addition to competencies, just over 60% of survey respondents preferred to attend a “general course that goes into some detail about logistics topics” over one that “focuses on one or two logistics concepts.” On a later question, nearly 50% of those who responded noted that they knew several courses that would train them in areas specifically related to their logistics responsibilities.

Survey Respondent Identified Logistics Competencies –v- ProDOPS II Course Listings

The fact that 60% of the survey respondents preferred a more general course over an in-depth very specific course matches up quite well with what is currently offered. The ProDOPS II course list includes 102 courses in a “variety/range of logistics topics in some detail” (48%) and in “general/service course with logistics included” (4%).

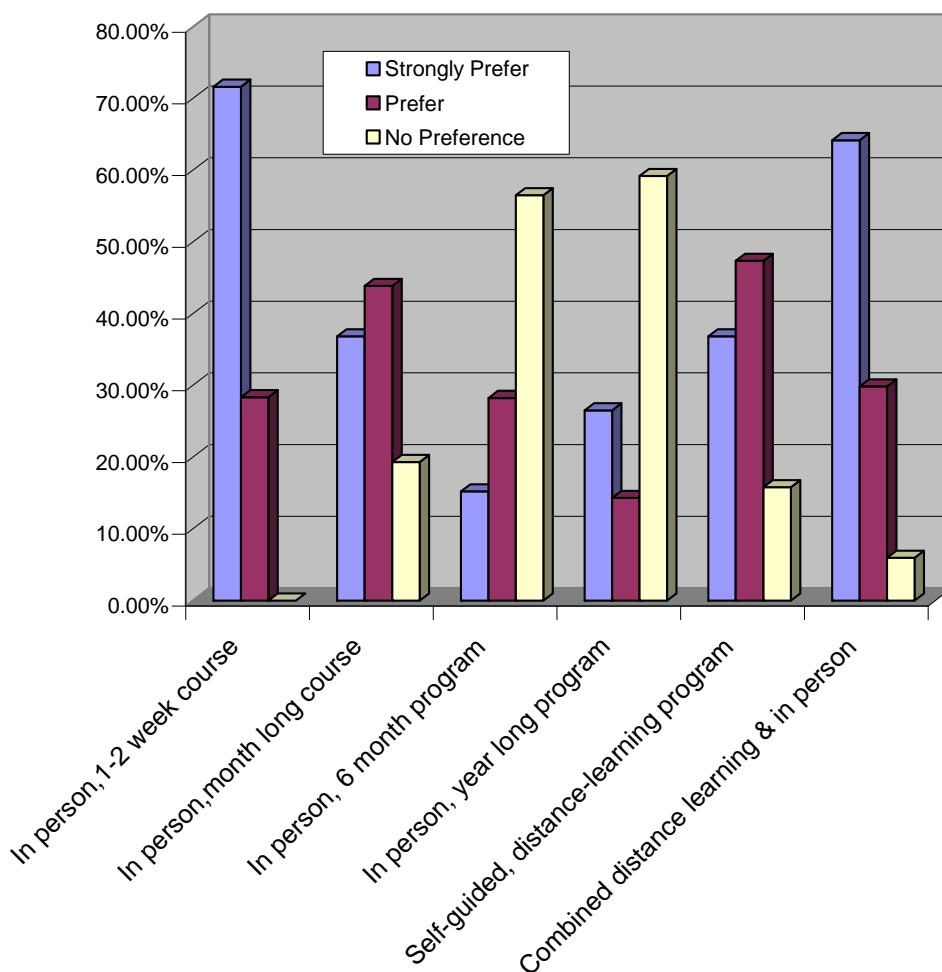
Of the 35 courses listed that focus on health commodities, the topics that they addressed matched up quite well with the competencies that the survey respondents identified. Topics included in course descriptions covered a wide variety of topics including:

- Warehousing
- Storage and Distribution
- Quantification
- Procurement
- LMIS
- Inventory Control
- Monitoring & Evaluation
- Waste Management
- Human Resources and Finance Management

Training/Course Preferences

Three questions on the survey attempted to capture what respondents preferences were in terms of course attendance location, course length, and language. Chart 4 shows that survey respondents preferred in-person one- to two-week courses, a combined self-guided distance-learning with in-person program, self-guided distance-learning, and an in-person month-long course.

Chart 4. Length & Course Location Preferences



The majority of survey respondents strongly prefer attending a one to two-week course (8-14 days) as it is a more acceptable “leave” time for employers/workplace policies. In addition, 76% of survey respondents noted that it would be “very possible” to easily access a computer with a good internet connection in order to participate in self-directed, distance learning programs.

While English-speaking respondents did have the highest response rate to the survey, clearly a demand for Spanish, French and Portuguese professional development opportunities does exist. Table 1 shows respondents language preferences. Instead of preferencing all four languages in first, second, third, and fourth choice, etc., survey respondents just preferenced their language of choice and moved on to the next question (as evident by the fact that not all 94 respondents to this question ranked each language choice). Five respondents did note that having professional development opportunities offered in a language other than those four would be advantageous. These respondents listed Amharic (Ethiopian dialect), Arabic, and Filipino as their language choices. However, in a separate question nearly 70% of those who answered the question felt that they knew of courses offered in their language.

Table 1. Language Preference

	First Choice	Second Choice	Third Choice	Fourth Choice	Fifth Choice	Response Count	Survey Respondents by Language spoken
English	87.90% (80)	11.0% (10)	1.10% (1)	0.0% (0)	0.0% (0)	91	95
Spanish	46.66% (7)	26.67% (4)	26.67% (4)	0.0% (0)	0.0% (0)	15	11
French	30.0% (6)	45.0% (9)	10.0% (2)	10.0% (2)	5.0% (1)	20	7
Portuguese	14.28% (1)	14.28% (1)	14.28% (1)	42.96% (3)	14.28% (1)	7	7
Other:	0.0% (0)	40.0% (2)	0.0% (0)	20.0% (1)	40.0% (2)	5	

Survey Respondent Training/Course Preferences–v- ProDOPS II Course Listings

Nearly 73% (145) of the 195 opportunities listed in the ProDOPS II database are two weeks in length or less. Of those 145 courses, 92 are one week or less indicating that the majority of opportunities do align with survey respondent preferences. In terms of location, 59% (108) of the opportunities require a single, in-person trip and 38% (74 courses) are either fully online or a combination of online and in-person training. This data indicates that courses are also fairly in line with target audience preferences on location of the course.

With regard to language, 76% (149 courses) are offered in English only. Approximately 40 courses are offered in French, Spanish and Portuguese with Spanish having the majority of courses with 16. This ratio corresponds to the survey respondents yet it is not certain how to correlate these results with the opportunities as most survey recipients did speak English.

Training/Course Attendance Factors

Another key purpose of the survey was to identify different factors that affect participant attendance at different professional development activities. Two separate questions addressed the following factors:

- supervisor/employer support (i.e., how the place of employment encourages and resources employee professional development activities)
- financial and cost factors (i.e., cost-benefit analysis of attendance –v- not attending, prohibitive costs including per diem, travel, tuition, etc.)

Tables 2 and 3 highlight how strongly survey respondents agreed or disagreed with statements related to supervisor support and cost implications. The responses with the majority are in bold text and shaded.

Table 2. Supervisor/Employer Support Factors

	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	Response Count
My supervisor encourages me to attend courses and workshops that will improve my skills.	27.06% (23)	27.06% (23)	22.35% (19)	16.47% (14)	7.06% (6)	85
I know who to contact if I need a sponsor to cover all of my training related costs.	6.02% (5)	15.66% (13)	13.25% (11)	33.73% (28)	31.33% (26)	83
My employer provides good opportunities and benefits for those who have a degree or certificate in logistics.	18.39% (16)	28.74% (25)	28.74% (25)	12.64% (11)	11.49% (10)	87
				Answered Question		92
				Skipped Question		25

Table 3. Financial/Cost Factors

	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	Response Count
I have a difficult time paying tuition/fees.	36.36% (32)	32.95% (29)	20.46% (18)	6.82% (6)	3.41% (3)	88
I never consider courses that are located outside of my country.	6.82% (6)	11.36% (10)	13.64% (12)	32.95% (29)	35.23% (31)	88
Travel and per diem costs are too expensive and prevent me from attending most courses.	31.82% (28)	31.82% (28)	25.0% (22)	10.22% (9)	1.14% (1)	88
				Answered question		92
				Skipped question		25

Training/Course Attendance Factors –v- ProDOPS II Course Listings

When compiling the list of courses and opportunities for ProDOPS II, the team only compiled information on actual cost of the course, as travel and per diem costs would vary by country and also potentially by person. Instead the team looked at how much the actual course would cost a participant. The costs broke down as follows:

- 29 courses exist for \$500 or less
- 25 courses exist between \$501 and \$1,000
- 50 courses exist between \$1,001 and \$2,000
- 37 courses exist for \$2,001 and \$5,000

On top of this, within the team's search, more than 73% of all courses required at least a single trip or multiple trips in order to attend the course which would require additional travel plans, tickets, visas, etc., to ensure attendance. And, while survey respondents are very open to courses outside of their home, the majority of them indicated that they have a difficult time acquiring the funds needed to make those decisions.

Summary & Conclusion

Professional development opportunities for public sector logisticians in the health sector do exist, but matching those existing opportunities to the needs of their intended audience is not always easy. The results from this survey as compared to the ProDOPS II listing of 195 professional development opportunities indicate that the demand for the following types of opportunities is ever-growing:

- supply chain management activities and functions as they relate to health commodities in the public sector
- one to two week, in-person trainings
- self-guided, distance learning opportunities
- less costly in-country professional development opportunities in local languages

The need to disseminate the opportunities that are currently available globally is a crucial step in making professional development for public health logisticians more accessible. As one respondent to the survey noted, “I am very interested in developing my technical knowledge through logistics course study, but are unaware of ones [courses] that are available apart from a few HIV courses. It is likely that I would not be supported to attend international courses so they need to be more affordable or online-based.” The ProDOPS II project team is utilizing these survey results and the listing of 195 professional development opportunities to meet two of its intended objectives to:

- Provide an expanded, up-to-date listing of formal and informal professional development opportunities and resources to public health supply chain managers;
- Verify the relationship among the purpose/objectives of the opportunities and the development of practical skills to the perceived needs of public sector supply chain managers.

As the project continues through 2011 and into 2012, the team will further analyze these survey results to clearly identify gaps and make specific recommendations for filling them. In addition, the project is poised to move forward with greater understanding of current professional development opportunities, target audience preferences, and factors affecting participation to achieve its remaining two objectives:

- Develop and implement a means for disseminating, managing, and updating the information on professional development opportunities for public health logisticians via the RHSC website;
- Provide ongoing support and management of the professional development opportunities online database and associated activities.

PRODOPS Survey ANNEX 1. SURVEY**ProDOPS II- Professional Development Opportunities for Public Sector**

The purpose of the Professional Development Opportunities survey is to identify training needs and opportunities, as well as barriers to access, that those involved in public health supply chain management may experience.

1. What is your country of residence?

Country:

2. What sector do you work in?

- Private*
- Public*
- Non-governmental organization*
- Other*

Other (please specify)

3. What is the administrative level at which you work?

- International*
- Central*
- Regional/Provincial*
- District*
- Other*

Other (please specify)

4. What category best describes your current position?

- Facility Manager*
- Program Manager*
- Practitioner (i.e.: Logistician, Logistics Advisor, warehouse manager, LMIS manager, etc)*
- Other*

Other (please specify)

5. What commodities do you manage? Please check all that apply

- Contraceptives*
 Reproductive health supplies
 Essential drugs
 HIV/AIDS and OIs
 TB
 Malaria-related commodities
 Laboratory commodities
 Vaccines/Immunizations

Other (please specify)

6. Have you received any training in public health supply chain management?

- Yes* *No*

*If yes, please provide the name of the training course, who conducted the training, its dates and location.
If no, then skip to question 8.*

7. How well did the training course you attended meet your professional needs?

- Very well*
 Well
 Neutral
 Not well
 Not very well

Any additional comments on the training?

8. What are the most critical logistics and professional skills and knowledge you believe you need to gain (i.e: general, procurement, logistics management information systems, warehousing, consultant, etc)?**9. Are there any areas in which you require refresher training?**

10. What type and length of course attendance do you prefer? Please select a preference for each course type/length.

	<i>Strongly prefer</i>	<i>Prefer</i>	<i>No preference</i>
<i>In person, one to two week Course</i>	??	?? ??	
<i>In person, month long course</i>	??	?? ??	
<i>In person, six month program</i>	??	?? ??	
<i>In person, year long program</i>	??	?? ??	
<i>Self-guided, distance learning program</i>	??	?? ??	
<i>Combined self guided, distance learning program with periodic in person sessions</i>	??	?? ??	

11. Please use the scale to indicate how strongly you agree or disagree with the following statements:

	<i>Strongly Disagree</i>	<i>Disagree</i>	<i>Neutral</i>	<i>Agree</i>	<i>Strongly Agree</i>
<i>I know of several courses that will train me in areas specifically related to my logistics responsibilities.</i>	?? ??	?? ??	?? ??	?? ??	?? ?
<i>Courses on the logistics topics that interest me are not offered in my language.</i>	?? ??	?? ??	?? ??	?? ??	?? ?
<i>My supervisor encourages me to attend courses and workshops that will improve my skills.</i>	?? ??	?? ??	?? ??	?? ??	?? ?
<i>I know who to contact if I need a sponsor to cover all of my training-related costs.</i>	?? ??	?? ??	?? ??	?? ??	?? ?
<i>My employer provides good opportunities and benefits for those who have a degree or certificate in logistics.</i>	?? ??	?? ??	?? ??	?? ??	?? ?
<i>A general course that goes into some detail about logistics topics is more useful to me than one that focuses on one or two logistics topics</i>	?? ??	?? ??	?? ??	?? ??	?? ?

12. In what language do you prefer training sessions be conducted? (You may only

have one 1st choice, one 2nd choice, etc.)

	First choice	Second choice	Third choice	Fourth choice	Fifth choice
English	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Spanish	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
French	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Portuguese	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Other (please list preferred language)

13. Please use the scale to indicate how strongly you agree or disagree with the following statements:

	Strongly Disagree	Disagree	Neutral	Agree	Strongly Agree
I have a difficult time paying tuition/fees.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I never consider courses that are located outside of my country.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Travel and per diem costs are too expensive and prevent me from attending most courses.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I can travel for two or three days to attend a course.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

14. I would be able to leave my workplace to attend a course lasting:

- 2-3 days
- 4-7 days
- 8-14 days
- 15 days or longer

15. An internet-based course would be:

- Very possible (easy access to computer and good internet connection)
- Possible but difficult (limited access to computer and/or good internet connection)
- Difficult (no access to computer)
- Difficult (no or unreliable access to internet)

16. Please list any additional comments, questions or suggestions that you might have in this box.

17. If you can be contacted regarding your survey answers, please provide us with your name and contact information below.

You are finished with this survey.

For more information on the International Association of Public Health Logisticians, please visit this website:

<http://my.ibpinitiative.org/public/Default.aspx?c=ca7f45ec-3b4a-400f-a055-b19ed8771066>

PRODOPS Survey ANNEX 2. Countries Represented by Survey Respondents

1. Australia
2. Bangladesh
3. Benin
4. Botswana
5. Burundi
6. Denmark
7. Dominican Republic
8. Ethiopia
9. Fiji
10. Ghana
11. Guatemala
12. Guinea
13. Honduras
14. Indonesia
15. Kenya
16. Liberia
17. Malawi
18. Mali
19. Mozambique
20. Namibia
21. Nepal
22. Nicaragua
23. Niger
24. Nigeria
25. Pakistan
26. Papua New Guinea
27. Paraguay
28. Peru
29. Philippines
30. Rwanda
31. Solomon Islands
32. Syria
33. Tanzania
34. Tonga
35. Uganda
36. Ukraine
37. United States
38. Vanuatu
39. Zambia
40. Zimbabwe

PRODOPS Survey ANNEX 3. Sample of Organizations Represented by Survey Respondents**of those who indicated their organization*

- Catholic Relief Services- Nigeria
- Clinton Health Access Initiative (Clinton Foundation)
- Ministry of Health- Fiji
- Ministry of Health – Ghana (Volta Regional Health Directorate)
- Ministry of Health – Malawi
- Ministry of Health – Nigeria
- Ministry of Health- Pakistan
- Ministry of Health- Solomon Islands
- Nepal Family Health Project (NFHP) (USAID-funded bilateral project, JSI)
- Northern Provincial Hospital – Vanuata (South Pacific)
- Partnership for Supply Chain Management (PFSCM) – Kenya
- Partnership for Supply Chain Management (PFSCM) - Nigeria
- Partnership for Supply Chain Management (PFSCM) - Mozambique
- Planned Parenthood Association of Zambia
- Planned Parenthood Association of Liberia
- Population Services International – Ethiopia
- Secretariat of the Pacific Community (SPC) / Fiji Pharmaceutical and Biomedical Services
- Together for Health (USAID-funded bilateral project, JSI)
- UNFPA- Fiji
- UNFPA- Malawi
- UNICEF - Nigeria
- United Nations Development Program (UNDP) / United Nations Volunteers (UNV) – World Food Program/Safety Net- Ethiopia
- UN- Guinee
- USAID - Benin
- USAID | DELIVER PROJECT- Bangladesh
- USAID | DELIVER PROJECT – Honduras
- USAID | DELIVER PROJECT- Malawi
- USAID | DELIVER PROJECT –Nigeria
- USAID | DELIVER PROJECT - Pakistan

PRODOPS Survey ANNEX 4. Public Health Logisticians Trainings Attended by Respondents

- Arlington Course- FPLM 1996, JSI Arlington, VA
- Global Fund Round 8 by USAID/DELIVER, training on Malaria commodity quantification, Sept.12-17, 2010
- Regional Logistics Management Course, Thailand, Bangkok, conducted by FPLM 1994
- Supply Chain for Commodity Security Apr 2005
- Advanced Training on Contraceptive Logistics in ET July 2007
- Strengthening supply chain through M&E Dec 2009
- VMT UNICEF 2008, Kaduna, Nigeria
- Mutarlington Zimbabwe, June 2010, Gregory Roche
- Lessons In Logistics Management For Health Commodities by USAID/JSI, 2009 (online)
- Lessons in Logistics Management for Health Commodities by USAID DELIVER PROJECT (online)
- Commodity Security; Principle & Practice Course, USAID/ Deliver Project, Tanzania
- Logistics Management for Health commodities on-line
- Certification in Humanitarian Medical logistics practice from Fritz institute
- DELIVER Project- Logistics Management training
- FPLM
- East Asia Regional Workshop and Procurement and Supply Management
- An Overview of Supply Chain Management of Health Commodities by SCMS in Kaduna, July 2009
- Health commodity security by JSI DELIVER May 2009
- Pharmaceutical Management by MSH Oct 2007
- Procurement and Quantification by ESAMI and JSI DELIVER March 2010
- Best Practice of Procurement by SCMS July 2010
- Management of public health commodities by USAID 2008
- Workshop on ATT Drug management by JICA during 2007, Islamabad
- TB Drug management course in Cairo and in Pakistan
- Supply Chain Management Course, conducted by SCMS, July 2008, Kaduna-Nigeria
- 2 weeks workshop on Public Procurement organized by UNFPA in Suva Fiji, August 2010
- UNFPA - Sept 2010
- Introduction to supply chain management, quantification and procurement planning ; USAID/JSI May 2008, Tanzania
- Supply Management Course, MSF-B, March 200, Brussels
- M&E in supply chain management
- quantification, procurement planning, overview of logistics management, conducted by JSI, DELIVER in Tanzania in May 2008
- Arlington Course
- OVERVIEW OF SUPPLY CHAIN AND COMMODITY SECURITY AND QUANTIFICATION IN KADUNA BY SCMS JULY 17 TO 30, 2010
- Accra JSI/Deliver Ghana, 2004
- Basic training on logistics conducted by Abdou Diallo in Tanzania - January 2010
- Supply chain management course, March 2006, Accra Ghana
- Commodity Security, JSI, Ethiopia, 2005
- Supply Chain Management, JSI Arlington 1996
- Linking Quantification to better Advocacy, April 18th-24,2010 in Nairobi (with JSI- Erin Hasselberg, Sylvia Ness and Elizabeth)

- Commodity Security training, JSI, Washington DC
- Supply Chain Mgt for Commodity Security; JSI Nigeria; July 2009; Kaduna
- Stores and Logistics management solutions, March 16-20,2010,Abuja
- Supply Chain Management For Commodity Security, JSI/SCMS, KADUNA, NIGERIA, JULY 2008
- Supply Chain Management, Kaduna, Nigeria - July 2009 and Procurement planning course, Kaduna - July 2009: Organized by JSI
- LMIS TRAINING BY FAMILY HEALTH INTERNATIONAL AND JSI ONLINE LOGISTICS TRAINING
- Supply Chain Mgt Course and Quantification & Procurement planning. March 2010 in ESAMI, Arusha Tanzania
- Supply Chain Logistics for Commodity Security, Motomoke Eomba, April 21 - May 2 2008, Malawi
- Supply Chain Management Training By SCMS Nigeria Aug 2009
- Supply Chain management systems for commodity security conducted by USAID/DELIVER PROJECT, 24th -28th may 2010, Lusaka
- Supply Chain Management Course, in June 2009, Lusaka Zambia, conducted by SCMS
- SCM and QPP training from JSI
- Logistics System Management Course, June 28 - July 2, 2010, Kaduna, Nigeria
- Quantification for Health Commodities Course, July 26 - 30, 2010, Kaduna, Nigeria
- Supply Chain Management Course organized by John Snow Inc. at Kaduna, Nigeria on June 28 - July 2, 2010
- JSI, multiple courses since 2007 (Commodity Security, M&E, JO Course, Quantification, etc.)
- Managing Drug Supply, MISAU, 1997
- Training on Logistics, JSI/MMIS Jan.30-Feb.3, 2006, Mombasa
- Product management training by UNFPA, l'Ile Maurice, July 2010
- Logistics Training on the Development of Curricula and Logistics Management Training for the SPSR Issue, July-August 2009, A Dakar, Senegal
- Logistics management training, by UNFPA, CST Dakar, 2 - 21 July 2007
- Drug logistics training, by USAID- Calidad en Salud, 2001
- IRD (Consultoría contratada por CHF International Honduras, como Receptor Principal del Fondo Mundial en Honduras)

PRODOPS Survey ANNEX 5: Comments/Additional Responses

A sampling of qualitative responses to survey question 16.

- “If I am trained in mentioned courses/areas then it will be beneficial for me and as well as for my department.”
- “Although I believe education is important to be able to catch up with latest development in this rapid changing logistics environment, the biggest challenge is to find a sponsor to attend training and seminars especially if it is outside of Ethiopia.”
- Barrier to self-guided courses = creating time to attend course throughout its duration
- “I would prefer any support to have a master’s degree in health commodities logistics management, supply chain management, or health economics.”
- “I live in and work in a very tough developing country, Papua New Guinea, with limited resources and opportunities, but work hard to try and achieve what is required as a public health logistician. I appreciate IAPHL effort in getting some courses on line to improve our depth of knowledge.”
- “I would like courses of 7-14 days to be arranged at Agha Khan University Karachi/LUMS Lahore OR By Management Development Program at Thailand or any other country and Financial support.”
- “I am very interested in developing my technical knowledge through logistics course study, but are unaware of ones that are available apart from a few HIV courses. It is likely that I would not be supported to attend international courses so they need to be more affordable or online-based.”
- #1 Barrier to attending courses- cost
- “This area of learning is very important especially in the pacific, because logistics, procurement, and administration is always put on the back burner. Therefore if this opportunity is out there and can be funded, this is great for us.”
- “1. Logistics training needs to consider private sector principles of supply management training. 2. Training needs to consider mainstream their improvements in their skills towards a Logistics career path. Once trained they become marketable and then leave the public sector. 3. Needs to adopt the principles of the WHO essential medicines framework 4. There are so many Logistics training (or equivalent) materials that is available, what is needed is training that will enable them to apply the knowledge in their local circumstances.”
- “We need to build local countries capacity in design, development and execution of a 2-3 credit course for public health practitioners for developing a critical mass of logisticians.”
- “Case study and scenarios from Africa or specific counties will be helpful to be included in the trainings.”
- “As per my opinion, instructions should be conveyed to Central Health Ministry of each country or project implementation authorities to sensitize the importance of Logistics, LMIS & trained professionals for the successful implementation of public health projects and professionals working in the key areas should be trained for proper implementation of supply chain management.”
- “Logistics course should be an integral part all support to Government and should be organized in-country as much as possible to benefit more people.”
- “For a program to work correctly, it is essential to have an efficient logistics system. We are not sufficiently trained in logistics and some countries do not have this opportunity but the need is great.”
- “I would like a course that was more detailed in some components of the logistics system, such as human resources and their roles, profiles.”
- “It is also important to teach courses from the most basic level (operational) to the managerial level (executive).