

Mine Action Information Management Qualification (MIQ) training course at Administrator Level 1

5th to 16th March 2018

Agenda

WEEK 1

Day 1	Time	Session	Material
Monday	09h00 - 09h30	1. Welcome note and participants presentation	
	09h30 - 10h00	2. Objectives, training programme and logistical issues	02.1. Presentation Introduction A1 02.2. Chart Training Flow 02.3. Agenda IMSMA A1 02.4. Pre-assessment IMSMA A1
	10h00 - 10h20	BREAK	
	10h20 - 11h00	3. Introduction to GICHD	03.1. Presentation GICHD Introduction 03.2. Video Introduction GICHD 2014
	11h00 - 12h00	4. Mine action IM principles and concepts	04.1. Presentation IM Principles 04.2. Poster IM Cycle 02.3. Chart Training Flow
	12h00 - 13h30	LUNCH	
	13h30 - 14h00	5. Introduction to IMSMA	05.1. Presentation Introduction IMSMA
	14h00 - 15h30	6. IMSMA v6 installation	06.1. IMSMA Installation 06.2. Install IMSMANG Version 6 06.3. dotnetfx35sp1
	15h30 - 15h50	BREAK	
	15h50 - 16h30	6. IMSMA v6 installation	
	16h30 - 17h20	7. Create and restore back-up	07.1. Backup
	17h20 - 17h30	Feedback of the day	

Day 2	Time	Session	Material
Tuesday	08h30 - 08h40	Recap of the previous day	
	08h40 - 10h00	8. IM IMAS and strategy	08.1.1. Presentation IM IMAS 08.1.2. IMAS 05.10 IM 08.1.3. NMAS Mozambique IM 08.1.4. NMAS Myanmar IM 08.1.5. SOP IMSMA South Sudan 08.2.1. Presentation IM Strategy 08.2.2. Strategy CMAA IM 08.3. IMAS 07.12 QM

	10h00 - 10h20	BREAK	
	10h20 - 11h20	9. IMSMA v6 GUI and concepts	09.1. Presentation IMSMA GUI 09.2. Poster IMSMA Terminology
	11h20 - 12h00	10. IMSMA WIKI	10.1. Presentation IMSMA Wiki 10.2. ZIM IMSMA Wiki
	12h00 - 13h30	LUNCH	
	13h30 - 14h00	10. IMSMA WIKI	10.3. Exercise IMSMA WIKI
	14h00 - 15h30	11. IMSMA data model	11.1. Presentation IMSMA Data Model 11.2. Poster Data Model
	15h30 - 15h50	BREAK	
	15h50 - 17h20	12. IMSMA GIS functionality	12.1. Presentation Basic Principles Geospatial Data 12.2. Presentation GIS Architecture IMSMA 12.3. Map Afghanistan
	17h20 - 17h30	Feedback of the day	

Day 3	Time	Session	Material
Wednesday	08h30 - 08h40	Recap of the previous day	
	08h40 - 10h00	13. Process mapping	13.1. Presentation Process Mapping
	10h00 - 10h20	BREAK	
	10h20 - 12h00	14. Land Release	14.1. Presentation Land Release 14.2. Video Land Release NPA 14.3. Scenario Examples LR in IMSMA
	12h00 - 13h30	LUNCH	
	13h30 - 15h00	15. Land Release, IM and process mapping	15.1. Poster Land Release Processes 15.2. Process Map Mine Action Processes 15.3. Process Map IMSMA Processes
	15h00 - 15h20	BREAK	
	15h20 - 17h20	16. Identifying information requirements	16.1. Presentation Information Requirements 16.2. Exercise Information Requirements Matrix
	17h20 - 17h30	Feedback of the day	

Day 4	Time	Session	Material
Thursday	08h30 - 08h40	Recap of the previous day	
	08h40 - 09h00	17. IMSMA Customization Concept	17.1. Presentation Customization Concept
	09h00 - 10h00	18. Customize and enter auxiliary data	Demo
	10h00 - 10h20	BREAK	

	10h20 - 11h00	18. Customize and enter auxiliary data	18.1. Exercise Auxiliary Data
	11h00 - 12h00	19. Import data entry scripts	19.1. Exercise Import data entry scripts A1_Place migration.properties
	12h00 - 13h30	LUNCH	
	13h30 - 15h00	20. Customize core data	Demo
	15h00 - 15h20	BREAK	
	15h20 - 17h20	20. Customize core data	20.1. Exercise Customize core data 20.2. Exercise Land Form 20.3. Exercise NTS Form
	17h20 - 17h30	Feedback of the day	

Day 5	Time	Session	Material
Friday	08h30 - 08h40	Recap of the previous day	
	08h40 - 09h30	21. Share DEF templates	21.1. Presentation Share DEF templates 21.2. Exercise Land Form ffml 21.3. Exercise NTS Form ffml
	09h30 - 10h30	22. Customize summary templates	22.1. Presentation Customize summary templates
	10h30 - 10h50	BREAK	
	10h50 - 12h00	23. Data entry and reconciliation	23.1. Demo data entry data
	12h00 - 13h30	LUNCH	
	13h30 - 15h00	23. Data entry and reconciliation	23.2. Exercise data entry 23.3. Exercise data entry attachment 23.4. Exercise Technical Survey Form ffml
	15h00 - 15h20	BREAK	
	15h20 - 16h30	23. Data entry and reconciliation	See above.
	16h30 - 17h20	24. Importing geospatial data	24.1. Demo SHP Point Import 24.2. Demo SHP Polygon Import 24.3. Exercise Enter geospatial data 24.4. Exercise CR Excel Import 24.5. Exercise SHP Polygon Import 24.6. Exercise SHP Point Import
	17h20 - 17h30	25. Homework preview	25.1. Homework IMSMA A1
17h30 - 17h40	Feedback of the day		

WEEK 2

Day 6	Time	Session	Material
Monday	08h30 - 09h00	Review of the week	
	09h00 - 10h30	25. Homework review	
	10h30 - 10h50	BREAK	
	10h50 - 12h00	26. Other objects in IMSMA	26.1. Presentation Other objects in IMSMA 26.2. Presentation Other objects RE QM 26.3. Exercise Other objects Risk Education
	12h00 - 13h30	LUNCH	
	13h30 - 15h30	26. Other objects in IMSMA	26.4. Presentation Other Objects Accident Victim Assistance 26.5. Exercise Other Objects Accident Victim Assistance
	15h30 - 15h50	BREAK	
	15h50 - 17h20	27. Tasking Tool	27.1. Presentation Tasking Tool 27.2. Exercise Tasking Tool
	17h20 - 17h30	Feedback of the day	

Day 7	Time	Session	Material
Tuesday	08h30 - 08h40	Recap of the previous day	
	08h40 - 09h30	28. Configure IMSMA: Define the setup, roles, permissions and users	28.1. Exercise Configure IMSMA
	09h30 - 10h30	29. IMSMA Search Functionalities	29.1. Exercise IMSMA Search Functionalities 29.2. Handout Advanced search
	10h30 - 10h50	BREAK	
	10h50 - 12h00	30. Import/Export data entry forms	30.1. Exercise Importing Exporting DEFs 30.2. Exercise Import maXML_0
	12h00 - 13h30	LUNCH	
	13h30 - 15h30	31. Revision and questions	
	15h30 - 15h50	BREAK	
	15h50 - 17h20	31. Revision and questions	31.1. Exercises Revision A1 IMSMA 31.2. Exercise Completion Report Form 31.3. Exercise Progress Report Form 31.4. Exercise TS Completion Report Form
17h20 - 17h30	Feedback of the day		

Day 8	Time	Session	Material
Wednesday	08h30 - 08h40	Recap of the previous day	
	08h40 - 10h00	31. Review of revision exercises	
	10h00 - 10h20	BREAK	
	10h20 - 11h00	32. Introduction to reporting and data analysis	32.1. Presentation Introduction Reporting Data Analysis
	11h00 - 12h00	32. iReport	32.2. Presentation iReport
	12h00 - 13h30	LUNCH	
	13h30 - 14h30	32. iReport	
	14h30-15h30	32. Staging Area	32.3. Presentation Staging Area etl-setup.exe 32.4. Exercise staging area
	15h30 - 15h50	BREAK	
	15h50 - 17h20	32. Staging Area	32.5. PGSQL_ODBC 32.6. Presentation Connect Excel to Staging Area
	17h20-17h30	Feedback of the day	

Day 9	Time	Session	Material
Thursday	08h30 - 13h00	33. Exam	33.3. Backup 33.4. Exam Map Afghanistan 33.5. Exam Land Form 33.6. Exam Land Import
	13h00 - 14h30	BREAK	
	14h30 - 15h30	34. MINT and GeoServices	34.1. Presentation MINT GeoServices 34.2. Video MINT
	15h30 - 15h50	BREAK	
	15h50 - 17h00	35. Action Plan	35.1. Instructions Action Plan 35.2. Gantt Chart Action Plan
	17h00 - 17h30	36. Training feedback: Survey Monkey	

Day 10	Time	Session	Material
Friday	08h30 - 10h00	Exam results discussion	
	10h00 - 10h30	Certificates	