

### CPD-TRAINING CALENDAR 2021.

S/N	COURSE NAME	DATES	LOCATION	SUMMARY OF COURSE CONTENTS/OUTCOMES	FEE [TZS]
1.	Data Analysis Using Stata 15 MP Package (Basics)	Jan 26-29	Dar es Salaam	After completing this course, participants should be able to: understand Stata use interface, data management (describe, editor, variable manager, merge, import, labelling, generate new variable, delete), data analysis (graphics-bar chart, dot chart, pie, histogram), statistics (summary & descriptive statistics, one-way tables, two-way tables, three-way tables)	500,000/=
		May 17-21 1530-1900	Webinar		300,000/=
2.	Management of Projects with Microsoft Project 2019 Professional Software	April 27-30	Dar es Salaam	After completing this course, participants should be able to: Create and define projects; Work with estimates and activity dependencies, deadlines, constraints, and task calendars; Assign resources to tasks; understanding task types and the scheduling tasks on calendar; Analyse resource utilization Track progress, Customize and format project views; Create project reports that analyse project, resource and perform earned value analysis (EVA);	1,8000,000/=
		June 14 -18 1530-1900	Webinar		300,000/=
3.	Data Analysis Using IBM SPSS 25 (Basics)	May 25-28	Morogoro	After completing this course, participants should be able to: Understand basic statistics, SPSS computer interface, preparation of data collection tools, questionnaire coding and data entry, handling multiple responses, data importation & merging, basic data analysis (descriptive statistics, custom tables, cross-analysis, frequency analysis, creating charts and editing, results export, and output Interpretation	400,000/=
4.	Occupational Health and safety	Jun 28-30,	Dodoma	Introduction to Occupational Safety and Health, Workplace Hazard Identification Theory and Practice, Machinery Safety, Risk Identification and Assessment, Electrical and Pressure Hazards, Occupational Health and Hygiene, Fire, Explosions and Hazardous Materials, Development of Company/Workplace Health and Safety Management.	450,000/=
5.	Integrated Risky Project Management	Jul 27-30	Dar es Salaam	After completing this course, participants should be able: To define and create project in Risky Project by task entry or importing Microsoft project file, To define and analyse threats and opportunities affecting project schedules in relation to project task and resources (costs, work & material), To identify quantitative and qualitative risk factors, calculate overall project risk exposure, and determine efficiency of risk mitigation and response efforts using (Sensitivity Analysis). To generate various reports (Risk adjusted scheduled Gantt chart, adjusted project costs)	500,000/=
		July 19-23 1530-1900	Webinar		300,000/=
6.	Data analysis with R-Statistics	Jul 27-30	Dar es Salaam	At the end of training participants will; Understand data analysis via EDA as a journey and a way to explore data, explore data at multiple levels using appropriate visualizations, acquire statistical knowledge for summarizing data, demonstrate curiosity and skepticism when performing data analysis, develop intuition around a data set and understand how the data was generated	400,000/=
		August 9-13 1530-1900	Webinar		300,000/=
7.	Qualitative data analysis with Maxqda 2018	Aug 27-26	Dar es Salaam	To learn what MAXQDA is and how it is different from other QDA software program; To learn the basic functions of MAXQDA including creating a project, coding, using visual tools, conducting text retrieval (text analysis), and creating models for presentations and team meetings; To learn in an interactive learning environment and be able to use MAXQDA in your own projects right after the class.	400,000/=

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8.	Advanced Data Analysis Using IBM SPSS	Sept 28-30	Dodoma	After completing this course, participants should be able to: understand Inferential Statistics and Hypothesis Testing, Analysis of Variance (Anova), One sample T Test, Paired sample T Test and Independent sample T Test, Creating Custom Tables, Regression and Correlation Analysis, Curve Estimating for Modelling data, Exploratory & Confirmatory Factor Analysis/Structural Equation Modelling (SEM) 1530 – 19 Hours	400,000/=
		Sept. 13-17 1530-1900	Webinar		300,000/=
9.	Data Analysis Using Stata 15 MP Package (Basics)	Oct 19-22	Arusha	After completing this course, participants should be able to: understand Stata use interface, data management (describe, editor, variable manager, merge, import, labelling, generate new variable, delete), data analysis (graphics-bar chart, dot chart, pie, histogram), statistics (summary & descriptive statistics, one-way tables, two-way tables, three-way tables)	500,000/=
		Oct. 25 -29 1530-1900	Webinar		350,000/=
10.	Management of Projects with Microsoft Project 2019 Professional Software	Nov 22-26	Dodoma	After completing this course, participants should be able to: Create and define projects; Work with estimates and activity dependencies, deadlines, constraints, and task calendars; Assign resources to tasks; understanding task types and the scheduling tasks on calendar; Analyse resource utilization Track progress, Customize and format project views; Create project reports that analyse project, resource and perform earned value analysis (EVA);	800,000/=
		Nov 08 –12 1530-1900	Webinar		350,000/=
11.	Project Management	Dec 14-17	Dar es Salaam	Project Management as the discipline, Integration of Project Management in the oil and gas industry, Project Viability Assessment (Technical, Environmental, Financial and Socio-economic), Project Risks, Time and Cost Management, Project crashing, resource loading and leveling, Earned Value Management System, Stake holders, Project Auditing and Monitoring, Project planning and the organizational frameworks for project delivery in Oil and gas, Project Practice, Challenges and Future Perspectives	500,000/=

### 1. Training Methodology and Approach

The training will be participatory and full practical oriented (group works and discussions) with very limited lecturing on PowerPoint. Participants will be installed with latest TRIAL or Licensed versions of Stata 15 SE/MP, IBM SPSS 25, MS Project 2019 Pro, R-Statistics/Studio and other software as per course requirements.

### 2. Technical requirements

For those trains that involve application of software, applicants should have basic computer knowledge especially on Microsoft windows (folder and files management), excel and background in statistics or mathematics will be added advantage.

- Participants should come with Windows PC for Microsoft Project Pro 2019 Package as there is NO version for MacOS from Microsoft
- Participants should come with Windows PCs or Mac Books for IBM SPSS Statistics 25 and Stata 15 MP

### 3. How to pay.

- Pay your fee to "RESEARCH EXPERTS OF TANZANIA" Account Number. 0150396237500; at any CRDB Branch. M-PESA pay number 5057789.

### 4. Mode of Application and Deadline

- To enroll for the course(s) visit website [www.researchexperts.co.tz/events](http://www.researchexperts.co.tz/events) or contact the training coordinator via 0765825550 or 0748 450 086, email: [info@researchexperts.co.tz](mailto:info@researchexperts.co.tz) you can also request official invitation letter for your employer.

5. All webinar trainings will begin half an hour in advance (i.e., 15:30 hrs) for registration and orientation. The session will last for 3 hours from 16:00 to 19:00 hours. For MS Project training, a genuine and permanent license will be issued to all participants.

### 6. Tailor made program

- We also offer customized training as per client's request with a minimum of five (5) participants.