Final Completion Report on

Develop ICT based Digital Training Module and Learning Contents on
"Life Skills Counselling" for Students and Adolescents and of the Chittagong Hill Tracts (CHT)

March 2022

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Submitted by

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Submitted to
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1. Introduction:

UNDP in collaboration with MoCHTA is implementing Strengthening Inclusive Development in the Chittagong Hill Tracts (SID-CHT) to keep up the momentum of development process of the CHT. It aims at strengthening community land, resource and livelihood management; increase participation and influence to shape decision making; and strengthen democratic governance with responsive institutions and effective services.

Under SID-CHT, BCCP carried out the assignment on develop ICT based digital training module and learning contents for students and adolescents in Chittagong Hill Tracts (CHT). Finally, BCCP submitted the all deliverables to SID -CHT, UNDP.

2. Overall Objectives:

The overall objectives of the assignment were-

- To develop ICT based digital training module (with use of cartoon, animation, short video, graphic contents etc.) and learning contents on Life Skills Counselling (i.e. soft skills, career skills, reproductive health, mental health and so on) for students and adolescents in Chittagong Hill Tracts (CHT) taking into consideration of cultural and ethnic diversity, sensitivity, language barriers and socio-political situation.

- To conduct 5 days Training of Trainers (TOT) in each of the 3 hill districts (Rangamati, Khagrachari and Bandarban) on the developed module of 'Life Skills Counselling for students and adolescents of the Chittagong Hill Tracts' for the selective teachers from various schools of the CHT.

3. Major accomplishments:

3.1 Inception meeting with SID-CHT:

The implementation phase has begun with an online inception meeting on July 29, 2021 with the SID-CHT team and other concerned officials to brief on the approach delineated in the activities about implementation of the assignments. A total of 18 professionals attended from SID-CHT, Access to Information (a2i) and BCCP.

The BCCP team leader for this assignment Mr. Badal K. Halder made a presentation on the technical approach, methodology and implementation plan. The participants took part in the discussion and put forward their valuable comments and feedback on the implementation of the assignment including SID–CHT team will provide all support to BCCP for implementing the assignment at CHT and all the activities proposed in the contract document are to be accomplished with highest possible quality and within the given timeframe.
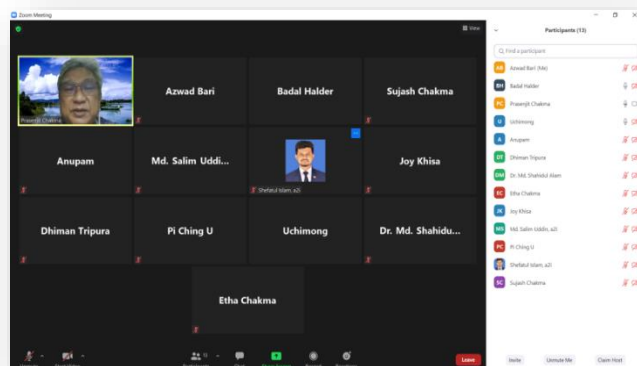
3.2 Conducting Training Module and Content Development Workshop

BCCP organized and conducted a daylong training module & content development workshop on 'Life Skills Counselling/Training' on August 25, 2021, at Rangamati Hill District Council. The objectives of the workshop were:

1. To analyze present trends of students and adolescents in CHT;
2. To enhance knowledge on life skills concept;
3. To develop contents on life skills for ICT based digital training module as well as animation videos and
4. To get input, suggestions and approaches on ICT based digital training module.

A total of 32 participants attended the workshop from multiple stakeholders at Rangamati district with relevant local administrations, schoolteachers, women rights workers & experts, gender specialists and girls' representatives and students.

Ms. Jhuma Dewan, Chief Gender and Communication Cohesion, SID-CHT, UNDP was present in the opening session at Rangamati Hill District Council. She delivered her speech and briefed overview of the project. A detail report on content development workshop has already been submitted to SID-CHT.

3.3 Developing ICT based Training Module:

Based on findings of the situation analysis and content development workshop, BCCP has designed and developed 3days ICT based training module on life skills for the students and adolescent in Chittagong Hill Tracts (CHT). The draft documents also shared with SID-CHT and finalized it through incorporating their valuable suggestions/feedback in several discussions meeting. By using this module, the BCCP team conducted TOTs in CHT.

3.4 Steps of Module Development:
- Collected and reviewed documents
- Analyzed findings from content development workshop
- Developed draft content outline for the module
- Shared the drafts content outline with SID-CHT
- Finalized content outline through incorporating feedbacks/suggestions from online meeting with SID-CHT
- Designed and developed the document on training module
- Shared draft documents with SID-CHT

- Finalized the training module through incorporating of all suggestions /feedbacks from SID-CHT and the TOT participants in 3 hill districts.
- Submitted the final ICT based training module to SID CHT

3.5 Developing 4 (four) Animation videos:

Based on the findings from the content development workshop, BCCP has developed a set of 4 animation videos focusing the major 4 topics on Child Marriage, Life Skill, Puberty, and Relationship build up between Parents and Teachers. In development point of view, BCCP finalized the animation videos through following approaches:

Conceptualization stage: BCCP team has conceptualized the contents, themes from the findings of content development workshop.

Design and development stage: Based on the conceptualization stage, the team designed and developed the production. At this stage draft production has been completed through developing process on script, story board animation and voice over. In every stage, BCCP shared the draft with SID-CHT and incorporated their feedback /suggestions/comments in production.

Finalization stage: BCCP produced the final products based on the approved drafts from SID-CHT and finally submitted to SID-CHT.

3.6 Conducting TOT on ICT based Life Skills Training Module:

BCCP successfully organized and conducted 5days Training of Trainers (TOT) on ICT based Life Skills Training Module in 3 batches for 3 Hill Districts of Khagrachari, Bandarban and Rangamati during December19, 2021-January 05, 2022. The following TOT status is as follows:

Date	Venue	District	Participants
December 19-23, 2021	Hill-Top Guest House	Khagrachari	20
December 26-30, 2021	Parjatan Motel	Bandarban	20
January 01-05, 2022	Rangamati Hill District Council (RHDC)	Rangamati	20
Total			**60**

Objectives of the TOT:

- To get clear idea on contemporary knowledge on learning and training;
- To enhance knowledge and skills on life skills concept and its application;
- To become familiar with the training module on ICT based life skills and its methodology and process and
- To foster knowledge and skills to plan, manage and conduct ICT based life skills training

A total of 60 participants attended in 3 batches TOT where 15 were female participants. The process began with the registration of the participants for TOT. The introductory session was different in its approach. It exposed the participants to a session of feeling and sharing a noticeable things/fact during childhood through simulation exercise called 'basket game'. The process followed a TOT outline. The entire TOT in 3batches were explorative, reflective, and analytical and was based on participatory principles through visualization. The workshop was divided into two parts. One part focused on conceptual issues and the other part concentrated on practical demonstration through exercise.

Jhuma Dewan, Chief, Gender and Communication Cohesion, SID-CHT, UNDP was present in the inaugural and closing session at Rangamati and delivered her valuable speech. She thanked the participants for attending the TOT and said that this TOT will strengthen the capacity of the participants to conduct life skills training for the teacher and students. She hoped that the participants will actively participate to achieve the objective and make the TOT a success. She also thanked BCCP for involving and conducting this TOT. She was also present at the TOT of Khagrachari and keenly observed the overall things.

Mr. Uchimong Chowdhury, Program Officer (Justice and Confidence Building), SIDS-CHT observed both the TOT venues of Khagrachari and Rangamati. He also observed and delivered his speech to the participants.

Practice sessions were one of the important parts of the TOT. In the demonstration sessions, participants were divided into 10 groups for each TOT as per given preselected content/topics. Each group took enough preparation for developing session materials as well as conducting the session to the plenary through group work. After conduction of each demonstration session, all participants including facilitators provided feedback for future improvement through the following points:

- Achieved session objectives
- Utilization of methods and techniques
- Learning environment
- Knowledge on the subject
- Use of materials
- Controlling on the session
- Facilitation style
- Time management
- Overall management
- Summarize and debriefing

4. Monitoring:

Monitoring was a part of the assignment implementation. It focused on outputs –processes and performance. Starting from the beginning till the end of the assignment, BCCP followed the total quality control and monitoring as a principle.

5. Observations/Lessons Learned/ Recommendations:

- The representatives of SID-CHT, UNDP were very much cooperative and supportive. They keenly observed every detail of the assignment specially TOT conduction in CHT and gave some suggestions which were helpful for implementing the whole assignment.

- Before implementation of any training course, animation videos must be prepared in the context of CHT.

- Every course would be evaluated at reaction level to know the effectiveness of training inputs and should be taken initiative on regular basis monitoring mechanism.

- Involvement as a guest of District /Upazila Education Officer/ District Manager, SID-CHT, UNDP, in the opening/closing session of the TOT could be benefited for create learning environment. Also, the visit of officials from SID-CHT, UNDP were more useful.

- Need to begin the cascade training with the mechanism of mentoring and follow up.

- A refresher training could be organized for better output.

6. Conclusion:

BCCP made every effort to complete the whole assignment within the scheduled time with quality. In this context the assigned team was flexible and learned from SID-CHT experience, valued their opinion, incorporated suggestions/feedback/comments in developing documents on ICT based training module, animation videos and conduct the overall all events including TOTs. It is hoped that the exposed participants (who received TOT) will conduct their next training intervention with quality through utilize the developed training module along with animation videos in CHT.