

PROJECT MANAGEMENT ESSENTIALS (FOR STRENGTHENED PUBLIC EYE HEALTH SERVICES)

Course overview

Some of the most exciting and remarkable achievements in blindness prevention these last two decades have been through eye care initiatives designed and implemented as projects. The project management approach presents many opportunities for a discipline like eye care in highly challenging health system environments in low and middle-income countries (LMICs).

The aim of the “*Project management essentials*” course is to enable participants to develop comprehensive project plans, from their own conception to feasibility assessment and marketing. The course zooms in on the principles and techniques of the project management approach and assists participants to develop their project plans in practical, context-sensitive and interactive training units.

What is the course purpose?

The course purpose is to provide the participants with the knowledge and skills of project management to apply in the design of interventions for achieving success in eye care programmes.

Who can participate?

The Project Management Essentials (PME) course for Strengthened Public Health Services (SPHS) is targeted for clinicians, educators, researchers or programme / project managers, coordinators, and administrators responsible for delivery of public eye health care services or conducting public health research in low and middle-income countries (LMICs). People starting to work in public health as project managers / coordinators or must do research for postgraduate studies may find the training extremely useful.

How is the course structured?

The SPHS-PME contact course in contact mode (5 days) and in online over 10 weekly sessions, with each session (details in box alongside) comprising of a video lecture, a slide presentation, reading materials, and individual exercises to be completed in the time between the weekly sessions.

Participants will learn how to access and utilize the information and resources needed to plan, develop, market, and implement health service projects.

Provisional schedule

PHASE / SESSIONS	SESSION TITLES
PRE-ACTIVITY	Introduction and project conception
PHASE 1: Day 1-2 or Week 2-4	<ol style="list-style-type: none">1. Introduction to management2. Project management approach and the project cycle3. Project management tools4. Project activities planning
PHASE 2: Day 3-5 or Week 5-10	<ol style="list-style-type: none">5. Human resources in projects6. Project time management7. Project cost management8. Project quality and risk management9. Project monitoring and evaluation, implementation10. Project marketing, stakeholder management and resource mobilization11. Special projects: business, research, resource mobilization and advocacy12. Project leadership, administration, communication and reporting
POST-ACTIVITY (Optional)	Development of a research or business plan, for feasibility assessment and feedback

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Which teaching methods are used?

Faculty engage with participants through didactic lectures to cover the basic principles of the topics, supported by additional learning resources. The concepts are elaborated with examples, exercises, interactive discussions, quizzes, and further readings, before participants are required to complete individual and group assignments to apply the learnings.

What is the principal output of the training?

The principal output of the training is project plan, complete with Theory of Change, budget, and other essential components, while aligned with organisational strategic aims. The course is ideal for participants with responsibility to plan and manage real-life health care projects which they intend to implement.

When is the course offered?

The course is offered in contact mode: 10 to 14 March 2025 (5 days). The online version of the course commences in the same week, available also in self-administered format.

Which assessment methods?

Formative assessments take place during the contact period with plenary and online quizzes, short individual and group exercises and a take-home assignment. Participants' homework is reviewed and with feedback, returned as formative and summative assessments. An aggregate mark of 50% constitutes successful completion of the course.

Who offers the course?

The course is offered by the Community Eye Health Institute in the Division of Ophthalmology, Faculty of Health Sciences, at the University of Cape Town, South Africa. The course faculty possess expertise in project management, public health, advocacy, health promotion, health professional education and health programme management and leadership.

What type of certification?

Qualifying participants will receive a **Certificate of completion**, from UCT-CEHI. **Continuous Professional Development (CPD)** points are available for fee-paying participants, if required.

What are the costs involved?

1. The Pre-activity phase of the course is free.
2. To complete the contact, or accredited online course, a total fee of \$500 is payable. A 20% reduction of fees is applicable if more than 2 applicants enrol from the same organisation.
3. No course fee is charged for the self-administered version of the course.
4. **Candidates taking this as part of an academic programme will pay the relevant course fee of CHM6046S.**
5. Costs of travel to and from Cape Town, accommodation and meals may apply.

The training venue is situated at UCT-CEHI, H53, Old Main Building, Groote Schuur Hospital, Main Road, OBSERVATORY in Cape Town, South Africa.

How can I apply?

Click on this link to access the SPHS training site: [SPHS Application Form 2025](#). Navigate to the "Submit an application form" tab after having determined which course(s) you want to apply for. Final notification about course selection: 31 January.