

# INTRODUCING OUR UPDATED LIBRARY OF INTERACTIVE eLEARNING COURSES



## WHO WE ARE

The International Centre for Parliamentary Studies (ICPS) offers comprehensive training programmes that equip individuals and organisations, working in public service, with the knowledge and skills to manage the constantly evolving challenges facing Governments and public service organisations across the world.



## OUR OBJECTIVE

ICPS eLearning objectives is to provide:

- High-quality interactive eLearning courses that meet the professional development needs of individuals and organisations involved in public service
- Ease of access to a learning platform that helps public service employees develop essential skills
- Provide cost-effective training solutions
- Provide flexible and convenient learning options
- Quality driven content inspired by experts in the industry



## THE BENEFITS

- Convenient and accessible: ICPS eLearning courses are available online, and you can take them from anywhere, at any time.
- Cost-effective: The courses are affordable, and you can save money on travel and accommodation.
- Self-paced: Our courses are self-paced, and you can learn at your own pace, without any pressure.
- Content: The course content is drawn from experienced professionals and organisations who have extensive subject knowledge applied in a public service context.
- Interactive: Highly interactive, and give the opportunity to engage in discussions, ask questions, and get feedback.
- Certification: Upon successful completion of the courses, learners are entitled to receive completion badges.
- Flexible learning: Designed to be studied “stand alone” or as part of a blended learning solution.

# eLEARNING PORTFOLIO



## 1. INTRODUCTION TO EFFECTIVE STRATEGIC POLICY PLANNING IN THE PUBLIC SERVICE

This online course will delve into the fundamental principles of strategic policy planning and explore the various stages involved in shaping and implementing impactful policies. It consists of five modules:

- Module 1: Introduction to Strategic Policy Planning
- Module 2: Environmental Analysis and Stakeholder Engagement
- Module 3: Setting Policy Goals, Objectives and Options
- Module 4: Policy Implementation and Monitoring
- Module 5: Policy Communication and Dissemination

To successfully complete the course, the learners undertake a pre-course mini test, the five modules, a case study and need to successfully pass the post-course test.



## 2. FUTURES THINKING FOR EFFECTIVE POLICY DEVELOPMENT

This online course explore futures thinking tools and methodologies that will assist in the policy development process, ensuring that policies remain relevant and adaptable in an ever-evolving landscape. It consists of five modules:

- Module 1: Introduction to Futures Thinking
- Module 2: Tools for Gathering Information About the Future
- Module 3: Navigating Future Shifts
- Module 4: Developing and Testing Policies
- Module 5: Implementing and Evaluating Strategies

To successfully complete the course, the learners undertake a pre-course mini test, the five modules, a case study and need to successfully pass the post-course test.



### 3. EFFECTIVE POLICY IMPLEMENTATION & EVALUATION

This course explores the processes involved in translating policies into real-world actions and assessing their impact. The course will equip you with essential skills surrounding policy implementation and evaluation to thrive in the world of public policy. It consists of five modules:

- Module 1: Introduction to Policy Implementation
- Module 2: Planning and Delivering Policy
- Module 3: Introduction to Policy Evaluation
- Module 4: Evaluation Methodologies
- Module 5: Conducting the Evaluation

To successfully complete the course, the learners undertake a pre-course mini test, the five modules, a case study and they need to successfully pass the post-course test.



### 4. BEHAVIOURAL INSIGHTS FOR POLICY MAKING

This course explores the concept of behavioural insights/ nudge theory and has been designed to equip you with the expertise and resources required to make a meaningful impact on policy design, implementation and execution of policies. It consists of five modules:

- Module 1: Policy Options in Behavioural Economics
- Module 2: Nudge Theory and Behavioural Economics
- Module 3: The MINDSPACE Framework
- Module 4: Behavioural Biases and Pitfalls
- Module 5: Practical Strategies for Behavioural Change

To successfully complete the course, the learners undertake a pre-course mini test, the five modules, a case study and they need to successfully pass the post-course test.



### 5. EFFECTIVE WRITING SKILLS FOR THE PUBLIC SERVICE

The course provides structures, tips and techniques that will guide those in the public service to write confidently. It consists of four modules:

- Module 1: Fundamentals of Writing
- Module 2: Structure/ Standard Outlines
- Module 3: Developing a Logical Argument
- Module 4: Creating Impact

To successfully complete the course, the learners undertake a pre-course mini test, the six modules, a case study and need to successfully pass the post-course test.



## 6. LEADING FOR SUCCESS IN THE PUBLIC SERVICE

This course lays the foundation for those who aspire to become an excellent leader in the public service. Based on the essential dimensions of leadership outlined by TILM, the 6 modules cover:

- Module 1: Understanding Leadership
- Module 2: Key Leadership Theories
- Module 3: Leading with Authenticity
- Module 4: Leading with Vision
- Module 5: Leading through Achievement
- Module 6: Leading through Ownership

To successfully complete the course, the learners undertake a pre-course mini test, the six modules, a case study and need to successfully pass the post-course test.



## 7. MANAGING FOR SUCCESS IN THE PUBLIC SERVICE

This course provides the fundamentals for those who want to become a manager or improve their management skills through four key dimensions: vision, achievement, ownership and collaboration. It consists of 5 modules:

- Module 1: Understanding Management
- Module 2: Managing with Vision
- Module 3: Managing through Achievement
- Module 4: Managing through Ownership
- Module 5: Managing through collaboration

To successfully complete the course, the learners undertake a pre-course mini test, the five modules, a case study and they need to successfully pass the post-course test.



## 8. COMMUNICATING FOR SUCCESS IN THE PUBLIC SERVICE

This course provides the fundamentals along with the tools and strategies for those who want to improve the way they communicate and achieve success in their role in the public service. The course consists of four modules:

- Module 1: Manager Communication
- Module 2: Communication and Conversation
- Module 3: Communication within the Team
- Module 4: Communication as a Means of Collaboration

To successfully complete the course, the learners undertake a pre-course mini test, the five modules, a case study and they need to successfully pass the post-course test.



## 9. INNOVATION AND CHANGE FOR SUCCESS IN THE PUBLIC SERVICE

This course provides the key principles of innovation and change, and explores practical strategies for driving innovation and implementing change in the public sector. It also provides with valuable insights and tools to help one succeed in their role and drive positive change in their department or organisation. The course consists of three modules:

- Module 1: Understanding Innovation and Change
- Module 2: Driving Innovation
- Module 3: Managing Change

To successfully complete the course, the learners undertake a pre-course mini test, the three modules, a case study and they need to successfully pass the post-course test.



## 10. DEVELOPING A STRATEGY IN THE PUBLIC SERVICE

This course has been designed to equip public service officials with the skills to develop clear strategies and communicate them with impact. It consists of five modules:

- Module 1: Introduction to Strategy
- Module 2: Strategy Impact on Time, Talent and Resources
- Module 3: Strategic Writing Process
- Module 4: Writing the Strategy Document
- Module 5: Communication plan

To successfully complete the course, the learners undertake a pre-course mini test, the five modules, a case study and they need to successfully pass the post-course test.

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