



Organization of  
American States

## e- Government Program

Institute for Public Management

*Virtual Campus*

Secretariat for Political Affairs  
Department for Effective Public  
Management

Open Registration

OAS-GE01-11-42

Course

Design and Implementation of e-  
Government Strategies



With the financial support of the  
International Development Research  
Centre (IDRC/ICA)

**Location:** The course will be taught on-line (Internet) through the Virtual Classroom of the Department for Effective Public Management of the Secretariat for the Political Affairs SPA/OAS.

**Registration deadline:** March 11, 2011 (5:00 PM Washington DC time).

**Start and end dates:** April 12 to May 31, 2011.

**Course duration:** Seven (7) weeks.

**Language:** English.

**Objective:**

For participants to acquire and consolidate a solid knowledge of the main concepts, benefits and advantages of E-Government for improved

The poster features a large, vertical, stylized title 'e-Gobierno' in white on a yellow background. To the right, there is a yellow rounded rectangle with the text 'e-Government Online Training'. Below this, there is an illustration of a laptop, a tablet, and a smartphone, all displaying web content. Further down, there is a yellow rounded rectangle with the text 'Fortaleciendo Gobiernos en la Sociedad del Conocimiento' and another yellow rounded rectangle with the text 'Strengthening Governments in the Knowledge-Based Society'. At the bottom, there is a yellow rounded rectangle with the text 'www.oas.org' and a small circular logo of the Organization of American States.

e-Government  
Online Training

Fortaleciendo Gobiernos  
en la Sociedad  
del Conocimiento

Strengthening Governments  
in the Knowledge-Based  
Society

IDRC CRDI

[www.oas.org](http://www.oas.org)

administration and performance; as well as the fundamental elements that must be present in an E-Government strategy. To incorporate a global vision, the course is designed around in-depth practical analysis of successful experiences in different countries.

#### **Implementation:**

The Secretariat for Political Affairs (SPA) offers this course as part of its activities in capacity building and institutional strengthening for the English speaking Caribbean region.

#### **The Course:**

The course is organized in Modules that include selected readings and related activities accessed through our on-line teaching platform or “Virtual Classroom”. A Tutor will be in charge of the Virtual Classroom and will assign work and readings, schedule on-line interactive sessions (chats), as well as provide guidance in academic and technological aspects of the Course. Several Modules, covered in seven (7) weeks, comprise the course: 1. designed to provide participants with the necessary skills to efficiently work in the Virtual Classroom; 2. four content Modules; 3. one for conceptual adjustment; and, 4. one for conclusions and final evaluation. The main topics addressed in each Module are outlined below:

1 week	Module 0: Introduction to the Virtual Classroom: Welcome, use of tools and socialization.
2 week	Module 1: Introduction to e-Government: Main Concepts, advantages, benefits, risks and challenges.
3 week	Module 2: e-Government strategy as a country, state or municipal project. Guide for the design of an e-Government strategy. Elements that comprise a good strategy. High impact e-Government areas.
4 and 5 week	Module 3: Analysis of successful experiences from Brazil, Canada, Chile, Jamaica and the United States. Best practice implementation. Antecedents. Characteristics and implementation perspective. Results.

6 week	Module 4: Lessons learned. e-Government projects: analysis of opportunities, and risk and implementation.
7 week	Integration of concepts for final assignment. Evaluation of Final Assignment and concluding remarks.

#### **Methodology:**

The seven-week course offered with the academic supervision and support of on-line Tutors to facilitate learning, interaction and an efficient use of the virtual environment. The Tutors, in addition to assigning work and scheduling mandatory interactive chat sessions, will direct the course’s activities and keep in permanent contact with the participants to assist in areas such as:

- a) Access problems to the course and/or sessions
- b) Suggestions and support for further reading
- c) Analysis and completing assigned activities
- d) Address individual doubts and concerns

On a weekly basis, Tutors will distribute a summary of the participants’ contributions.

Note: even though the course’s methodology includes mandatory participation in week on-line interactive sessions, it is expected that participants will devote at least two hours every day in reading and analysis, as well as in preparing assignments, particularly their final evaluation.

#### **Expected results:**

At the end of the course, participants are expected to have the necessary skills to be able to participate in the design of an e-Government strategy and, drawing heavily from the guidelines an analysis of experiences introduced in the course, adapt the strategy to the particular needs and challenges of their respective governments.

#### **Requirements:**

Participants must meet the following profiles:

- A) Academic and/or professional profile

1. Political or government leaders with decision-making capabilities and the responsibility for the design of strategies for improving their institution's performance (Ministers, Permanent Secretaries at a Federal, State or local Level).
2. Public managers and division heads in public administration\ with the responsibility of implementing state modernization policies (Director Generals, Directors and Program Officers).
3. Professionals and academics in areas related to the course or involved in improving public performance.

**B) Access and firm commitment to work on the Internet**

1. It is essential for the participant to devote two hours every day to on-line studies and activities.
2. Because the course is offered in a virtual environment, participants must be familiar and comfortable with on-line work, including efficient browsing, use of chat and virtual forums.
3. Fluency in English.

**Time and Required commitment:**

This is a 100-hour course and will be certified as such. Participants will spend on average 12.5 hours per week (at least 2.5 every day) and it is highly recommended that they log-on to the Classroom at least for one hour every day.

**Certification:**

Only those participants who successfully complete the course requirements will receive an OAS Certificate. Requirements include a) participation in the Virtual Classroom weekly chat sessions; b) completion of weekly assignments; and, c) completion and successful evaluation of the final assignment. ***Certificate will be sent out in an electronic version. The shipping cost for the original is US\$20.00.***

**Costs and Financial Aid:**

Total cost for the course is US\$350.00 U.S. yet all participants will benefit from US\$200.00 in financial aid provided by the Secretariat for Political Affairs (SPA). The final cost to the participant is US\$150.

**Registration process:**

1. Complete and send the [online application form](#) to the Department for Effective Public Management courses of the SPA/OAS, until March 11, 2011. Time: 5:00 pm.

You will receive an automatic notification when you send your application. This notification is just a confirmation of your application form and it does not imply the admission to the course.

The confirmation of your admission will be sent to you via e-mail from March 12, 2011, with the payment instructions.

**2. Payment method\*\*.** Once accepted to the course, the only way to make the payment is through the secure Web page of the Department of State Modernization and Governance of the SPA. You must use a credit card (Visa, MasterCard or American Express). The Webpage address and the payment instructions will be sent to you on March 12, 2011, with your admission confirmation. The payment should be made between March 12 and April 3, 2011.

Once the payment is received, information on how to access the course and Virtual Classroom will be emailed on the 12 of April, 2011, to the registered email address. The course will begin on August 31, 2010.

***Important Notes:***

1. Be sure to add the following e-mail address to your address book so that the communications sent by this address will not be qualified as "spam": [formacion@oas.org](mailto:formacion@oas.org)
2. Once payment is made there will be no refund. Any questions about this announcement should be sent to [formacion@oas.org](mailto:formacion@oas.org), including as the subject "Introduction to the Formulation of Electronic Government Strategies, Edition # 42".

**Application Form**

**Press click in the following link:**

**[Design and Implementation of e-Government Strategies Edition #42](#)**