

F O R E W O R D

During the last few years, the Asia Centre of the Commonwealth Youth Programme has organized a number of short-term regional courses for youth work trainers. The main objective of these courses was to build a cadre of trained youth work trainers so that they were in a position to organise national and local-level training programmes for youth workers and leaders, on more effective lines. As an extension of this objective and also as a response to the changing requirements of member-countries, the Commonwealth Youth Programme undertook the task of developing appropriate learning material on selected topics/areas for use in various youth training programmes. This was a part of the institution building focus of the Commonwealth Youth Programme and represented diversification of its activities. On its part, the Asia Centre incorporated this as an important component in the work plan for the year 1988-89. Accordingly, the Centre invited suggestions from member-countries of the region on the areas/topics on which learning material could be developed. Project Management was identified as one such area.

For the task of preparing a Learning Package on Project Management, the Centre enlisted the services of a group of experts from the Educational Management Centre of the Technical Teachers' Training Institute, Bhopal, India. (The Institute is one of the leading educational institutions of the country and a major function of it is to prepare educational and instructional packages on various topics/areas). The experts visited the Centre several times and discussed the contents and format of the proposed Learning Package with the Centre Faculty and also with a cross-section of youth work functionaries, including trainers. They spent considerable time in perusing the material available at the Centre's Library, especially Factbooks and other reports

prepared by the Diploma Course participants. This exercise not only enabled them to understand the nature and range of youth projects undertaken by various government and non-government youth organizations in member-countries, but also helped them to identify the parameters for the Package.

The Learning Package has been written in simple, easy-to-comprehend form. It opens with an Overview, followed by Introduction (Chapter I). Subsequently, there are ten more Chapters, each dealing with an aspect of Project Management viz. Planning, Network Analysis, Decision Analysis, Cost-Benefit Analysis, Potential Problem Analysis, Proposal Design, Organizing for Implementation, Working in Groups, Implementation of Projects, and Project Evaluation - in that order. Each Chapter begins with General and Specific Objectives and has two parts: (i) Trainer's Notes and Guidelines; and (ii) Self-learning Package for Trainees and Assignments. Two chapters have Content Update as part of Trainer's Notes and Guidelines. A set of 20 transparencies has also been developed as part of this Package. The format and design for the transparencies are provided at the end (all duly numbered). The trainers are advised to prepare transparencies accordingly, for use in the training programmes, as indicated under various Chapters.

We hope that this modest contribution of the Asia Centre will provide useful material for youth work trainers, specializing in the area of Project Management. This Package is not designed to provide answers to all queries nor solutions to all problems which one encounters in Project Management, but we are confident that it will enhance the potential and capability of trainers, interested in this area. Of course, they would need to do supplementary readings, drawing from the references given under each Chapter. It is expected that the trainers will be able to broaden the

'horizons of thought and action' of youth workers, induce appreciation of Project Management and develop in them skills related to all aspects of Project Management.

Even at the cost of emphasising the obvious, we, at the Asia Centre, would like to convey our deep sense of gratitude to the authors for bringing out this comprehensive Package within a relatively short period of three months. Their enthusiasm and hard work could be a source of inspiration to anyone engaged in similar efforts. We will also like to thank the Principal of Technical Teachers' Training Institute, Bhopal, for his consistent support and guidance in completing this Package.

Now, on to the Package.....

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Chandigarh.

Devendra Agochiya
Regional Director (Asia)