

LIS TRAINING SCHEDULE

PROPOSED SCHEDULE

Time	Session	Facilitator
DAY 1		
9:00-9:45	Welcome/opening remarks/ introduction to goals, objectives, participant expectations	
9:45-10:30	Pre-test	
10:30-11:15	BREAK TEA	
11:15-12:00	Module 1: Introduction to information management - T	
12:00-12:45	Module: Overview exercise and Discussion	
12:45-14:00	LUNCH	
14:00-14:45	Module 2: Data management Concepts - T	
14:45-15:30	Module 2: Data management Concepts - T	
15:30-16:00	Module 3: Paper & computer based information management - T	
16:00-16:45	Module 3: Paper & computer based information management - T	
16:45-17:00	Daily evaluation	
DAY 2		
9:00-9:45	Module 4: Diagnostic connectivity solution - T	
9:45-10:30	Diagnostic connectivity solution exercise	
10:30-11:00	BREAK TEA	
11:00-11:45	Module 5: Information Security & Contingency Planning - T	
11:45-12:30	Exercise: Information Security & Contingency Planning - T	
12:30-1:30	LUNCH	
1:30-14:15	Module 6: LIS Maintenance - T	
14:45-15:30	Discussion: : LIS Maintenance - T	
15:30-16:00	BREAK	
16:00-16:45	Exercise: : LIS Maintenance - T	
16:45-17:00	Daily evaluation	
DAY 3		
9:00-9:45	Stuff meeting	
9:45-10:30	Stuff meeting	
10:30-11:00	BREAK TEA	
11:00-11:45	Practical: : LIMS Demonstration - T	
11:45-12:30	Practical: Training on Editing Request forms - P	
12:30-13:45	LUNCH	

13:45-14:30	Practical: Training on Editing Request forms - P	
14:30-15:15	Exercise: Training on Editing Request forms - T	
15:15-15:45	BREAK	
15:45-16:30	Discussion	All
16:30-16:45	Daily evaluation	
DAY 4		
9:00-9:45	Training on Reviewing Data and Storage of Isolates - T	
9:45-10:30	Training on Reviewing Data and Storage of Isolates - T	
10:30-11:00	BREAK	
11:00-11:45	Training on Reviewing Data and Storage of Isolates- P	
11:45:12:30	Training on Reviewing Data and Storage of Isolates- P	
12:30-13:30	LUNCH	
13:30-14:15	Training on Results Entry -P	
14:15-15:00	Training on Results Entry -P	
15:00-15:30	BREAK	
15:30-16:15	Training on Results Entry - P	
16:15-17:00	Daily evaluation	
DAY 5		
9:00-9:45	Training and Practice on Results Dispatch and Report Filing - P	
9:45-10:30	Training and Practice on Results Dispatch and Report Filing - P	
10:30-11:00	BREAK	
11:00-11:45	Training on Weekly Updates - p	
11:45:12:30	Training on Weekly Updates - p to include in the facilitator's guide	
12:30-13:30	LUNCH	
13:30-14:15	Post test	
14:15-14:45	Closing remarks	
	End of training	

Descriptions

T-theory sessions, P- practical sessions, D- discussions, E- exercises

Approved by:

Technical supervisor..... Date.....

LIS/TS/001

Version 1.0

Effective date: 01-Jun-2019