ARDHI UNIVERSITY

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Dar es Salaam, Tanzania

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CENTER FOR CONTINUING EDUCATION (CCE) SHORT COURSE CALENDER FOR 2022

The table below contain short courses available at Ardhi University, please note that they can be modified to suit the clients' requirements. The client can as well request for a specific course which might not be in the list.

| COURSE | COURSE PARTICULAR | DATES |
|----------|---|-----------------------------------|
| TITLE | | |
| 1 | FORMALISATION AND REGULARISATION OF | |
| | INFORMAL SETTLEMENTS - IHSS | |
| Expected | Upon completion of the course the trainees will be able to: | 8 th -12 th |
| Learning | i. Organize and pursue land formalization and | March 2022 |
| outcome | regularization in collaboration with other stakeholders | |
| S | ii. Be aware of cost components for accomplishing formalization and regularization (planning, surveying and issues of CROs); iii. Appreciate the value of spatial planning in regularization; iv. Acquire knowledge on development control for regularized areas; v. Establish roles and contributions of key stakeholders in land formalization and regularization; | |

| | vi. Understand compensation requirements and | |
|-----------|---|------------|
| | fundraising strategies for compensation during | |
| | regularisation; | |
| | vii. Pursue resource mobilization (finance, survey | |
| | equipment and technical personnel) for regularization. | |
| Location | Ardhi University (ARU) | |
| Duration | 1 week | |
| Course | TZS 700,000. This amount will cover for course materials, | |
| fees | course delivery and certificates only | |
| Contact | Dr Lazaro Mngumi | |
| Person(s) | Phone No. 0787 761 987 | |
| | Email: lazaromngumi@gmail.com Neema Munuo | |
| | Phone No. 0675 803 280 | |
| | Email: neema.munuo08@gmail.com | |
| 2 | EMERGING APPRORIATE COMMUNITY SANITATION | |
| | APPROACHES FOR DEVELOPMENT COUNTRIES | |
| Expected | Upon completion of the course the trained staff will be | 27th -31st |
| Learning | able to: | June 2022 |
| outcome | | |
| S | i. Impart knowledge and skills on community | |
| | mobilization and engagement; | |
| | ii. Develop appropriate sanitation campaign | |
| | approaches; | |
| | iii. Effectively implement and monitor sanitation program;iv. Gain better understanding of the emerging concepts | |
| | and approaches for sanitation. | |
| Target | Government Environmental Health and Sanitation | |
| group | Officers; Government officials involved in wastewater and | |
| | sanitation issues, NGO officers involved in implementing | |
| | sanitation projects; Environmental Engineers; Health and | |
| | Safety officers; Community Development Officers, Urban | |
| | and Rural Planners. | |
| Location | Ardhi University (ARU) | |
| Duration | 1 week | |
| Course | TZS 750,000. This amount will cover for course materials, | |
| fees | course delivery and certificates only | |
| Contact | Dr Lazaro Mngumi | Contact |
| Person(s) | Phone No. 0787 761 987 | Person(s) |

| | Email: lazaromngumi@gmail.com Neema Munuo | |
|----------------------|---|---|
| | Phone No. 0675 803 280 Email: neema.munuo08@gmail.com | |
| 3 | HOUSING FINANCE IN CITIES AND TOWNS OF | |
| | GROWING ECONOMIES | |
| | Upon completion of the course the trainees will be able to: i. Contextualize the theoretical foundations of housing markets and housing finance systems in growing economies in developing countries; ii. Prepare a brief of housing policy vs. housing finance in Tanzania; iii. Identify the level of public awareness on mortgage finance services in Tanzania; iv. Determine the housing portfolio challenges in urban and rural areas; v. Distinguish the role of microfinance in housing provision and housing markets; vi. Gauge mortgage financing: innovation models and their potentials in expanding formal housing finance; vii. Management of housing loans | 27 th –31 st September 2022 |
| | viii. Establish housing finance e.g., Maintenance and change roof. | |
| Target group | The private and public housing finance institutions; housing finance agencies; microfinance housing institutions, SACCOS, local and international development institutions; policy makers in the housing sector; real estate developers; brokers/dalali; and research and training institutions. | |
| Location | Ardhi University (ARU), Institute of Human Settlements Studies | |
| Duration | Five working days | |
| Course | TZS 1,000,000. This amount will cover for course materials, | |
| fees | course delivery, certificates, refreshments and lunch | |
| Contact Person(s) | Dr Lazaro Mngumi Phone No. 0787 761 987 Email: lazaromngumi@gmail.com Neema Munuo Phone No. 0675 803 280 | |

| | Email: neema.munuo08@gmail.com | |
|-----------------|---|---|
| 4 | RESEARCH METHODOLOGY AND SCIENTIFIC | |
| | WRITING | |
| | Upon completion of the course the trainees will be able to: i. Identify the overall process of designing a research study from its inception to its report ii. Be familiar with how to write a good introduction to an educational research study and the components that comprise such an introduction iii. Be able to distinguish a purpose statement, a research question or hypothesis, and a research objective iv. Be able to identify a research problem stated in a study. v. Know how sample size is determined in qualitative research vi. Be familiar with good practices in conducting a qualitative interview and observation vii. Know the steps involved in qualitative data collection viii. Understand the link between quantitative research questions and data collection and how research questions are operationalized in educational practice Students should be familiar with ethical issues in | 27 th –31 st September 2022 |
| T I | educational research, including those issues that arise in using quantitative and qualitative research | |
| Target group | Ongoing PhD Students, expected to become PhD Student, | |
| Location | Ardhi University (ARU) | |
| Duration | 1 week | |
| Course | TZS 300,000. This amount will cover for course materials, | |
| fees | course delivery and certificates only | |
| | Dr Lazaro Mngumi: Phone No. 0787 761 987 | |
| | Email: lazaromngumi@gmail.com | |
| | Neema Munuo: Phone No. 0675 803 280 | |
| | Email: neema.munuo08@gmail.com | |
| 5 | RISK MANAGEMENT IN CONSTRUCTION – BE SACEM | |

| Even a ala al | Upon completion of this training participants will be able | Cambambar |
|---------------|---|------------|
| Expected | Upon completion of this training, participants will be able | September |
| learning | to | to October |
| Outcome | i. Identify, analyze and manage risks in construction | 2022 |
| S | projects | |
| | ii. Monitor and control risks in construction projects and | |
| | working environment, | |
| | iii. Prepare risk management framework and risk register in | |
| | their organizations, | |
| | iv. Prepare risk management plan and | |
| | v. Understand the role of risk communication in risk | |
| | management. | |
| Target | Architects, Quantity Surveyors., Engineers, Project | |
| Group | Managers, Construction managers, building surveyors, | |
| | interior designers, Landscape Architects, Contractors, Risk | |
| | managers, Accountants, Planners and any professional | |
| | dealing with construction projects. | |
| Location | Ardhi University, Dar es Salaam, Tanzania | |
| Duration | Three weeks | |
| Participat | TZS 1,000,000 per participant per week | |
| ion fee | | |
| Contact | Dr. Geraldina Kikwasi 0754263235 | |
| person (s) | Email: dcce@aru.ac.tz | |
| 6 | RESOLUTION OF CONSTRUCTION DISPUTES -BE | |
| | SACEM | |
| Introducti | The training for this course is designed to provide the skills, | |
| on | knowledge and confidence to effectively manage and | |
| | resolve disputes in the construction industry. The | |
| | participants will clearly understand concepts related to | |
| | disputes, provisions in construction contracts for dealing | |
| | with disputes, available dispute resolution mechanism and | |
| | procedures to resolve disputes in the event of occurrence. | |
| Expected | Upon completion of this training, participants will be able | November, |
| learning | to | 2022 |
| outcome | i. Understand the nature and sources of disputes in | |
| s | construction | |
| | ii. Manage construction disputes in the perspective of | |
| | various forms of contract applicable in Tanzanian | |
| | construction industry | |

| | ::: | |
|-----------------|---|----------|
| | iii. Comprehend alternative dispute resolutions and | |
| | iv. participate in dispute settlements in the construction | |
| | industry | |
| | | |
| Course | i. Dispute concepts | |
| contents | ii. Disputes in construction projects | |
| | iii. Forms of contracts and provisions for dispute resolution | |
| | iv. Dispute avoidance | |
| | v. Dispute resolution mechanisms | |
| | vi. Dispute Management in Construction projects | |
| | vii. Dispute settlements examples (Case Studies) | |
| Course | TZS 1,000,000 /= per participant per week | |
| fee | 123 1,000,000) per participant per week | |
| | Architects, Quantity Surveyors., Engineers, Project | |
| Target Group | Managers, Construction managers, Consulting firms, | |
| Group | | |
| | Contractors, claims experts, planners, lawyers and any | |
| | professional dealing with construction projects. | |
| Duration | Three weeks | |
| | | |
| Location | Ardhi University, Dar es Salaam | |
| Contact | Dr. Geraldina Kikwasi 0754263235 | |
| person (s) | Email: dcce@aru.ac.tz | |
| 7 | GEONODE: WEB SPATIAL DATA INFRASTRUCTURE | |
| | (SERBI-CMS) | |
| | Upon completion of the course, participants will be able | February |
| | to: | 2022 |
| | i. apprehend the concept of GeoNode as a Spatial | |
| | Data Infrastructure; Install GeoNode; | |
| Expected | ii. acquire skills pertaining to Managing Layers, | |
| Learning | Managing Maps, Managing Documents, Publishing | |
| Outcome | Data; | |
| s | iii. Use GeoNode with Other Applications such as QGIS | |
| | and Google Earth; Administering GeoNode; | |
| | Manipulate groups, categories, metadata, menus; | |
| | Perform GeoNode customization to suit particular | |
| | organization need. | |
| Target | Mid carrier professionals in Government such as MLHHSD, | |
| Group | National Land Use Planning Commission, Tanzania Forest | |
| Sioob | promotion Latin 030 Fighting Continuesion, Tanzania Polesi | |

| | Services Agency (TFS), TANAPA, International organizations | |
|------------|--|-----------|
| | such as USAID, DFID, GIZ, SIDA, DANIDA, KOICA etc., Land | |
| | officers, NGOs undertaking land projects such as HAKI | |
| | ARDHI, Landesa, TAWLA etc. Business firms, and other | |
| | interested participants | |
| Location | Ardhi University, Dar es Salaam, Tanzania | |
| Duration | One (1) Week, five (5) days | |
| Course | Course fee: Tshs. 800,000 to cover, Course materials, course | |
| fees | delivery, certificates lunch and refreshments | |
| Contact | Mr. Athuman Hamis 0656554848 | |
| person (s) | Email: dcce@aru.ac.tz | |
| 8 | BUSINESS COMMUNICATION SKILLS – BS (SERBI) | |
| | Upon completion of the course, the trainee will be able to: | February, |
| | Write and prepare professional reports, memo, letters and | 2022 |
| Expected | other communication documents; Read Comprehensive | |
| Learning | business communication documents and summarize them; | |
| Outcome | Effectively listen and take notes in meeting, conferences | |
| s | and policy briefs; Prepare professional presentations to | |
| | capture audience's attention; Present, deliver speech and | |
| | respond to queries from audience | |
| | SMEs in all sectors, Consultancy firms, VICOBA, Business | |
| Target | Development Officers, Marketers, Customer Service officers | |
| Group | in All Sectors, Micro finance Institutions, Sole proprietorship | |
| | and All Entrepreneurs at large. | |
| Location | Ardhi University, Dar es Salaam, Tanzania | |
| Duration | One (1) Week, five (5) days | |
| Course | Tshs. 750,000 to cover, Course materials, course delivery, | |
| fees | certificates lunch and refreshments | |
| Contact | Mr. Bega Mgweta 0717745113 | |
| person (s) | Email: dcce@aru.ac.tz | |
| 9 | LEGAL AND REGULATORY FRAMEWORK FOR SMES | |
| • | SERBI | |
| | The course intends to equip SMEs with knowledge and skills | March, |
| Expected | on business formalization, company registration and | 2022 |
| Learning | incorporation, licensing, post registration matters, legal | |
| Outcome | and regulatory framework pertaining to business sector and case studies, group discussion and experience | |
| S | sharing. | |
| L | 1 | |

| Target | Business Consultancy Firms, SEMs in all sectors, Creditor Officers, BDS Providers, All Entrepreneurs and Government | |
|-------------------|---|-------------|
| Group | Officials deal with SMEs such as Community Development | |
| Location | Officers and Project Planning Officers. Ardhi University, Dar es Salaam, Tanzania | |
| Duration | One (1) Week, five (5) days | |
| Course | Tshs. 750,000 to cover, Course materials, course delivery, | |
| fees | certificates lunch and refreshments | |
| | Head Department of Business Studies, | |
| Contact | Att: Dr. Munisi, Mr. Bega & Mr. Nzowa | |
| details | P.O.Box 35176, Dar es Salaam. | |
| | Email: hodbs@aru.ac.tz | |
| | Mobile: 0752309909/0717745113/0766961283/0787472392 | |
| 10 | ENTREPRENEURSHIP WITH APPLICATIONS IN | |
| Even a stand | CATERING AND FOOD PROCESSING SECTORS | A:1 2022 |
| Expected | SMEs will be equipped with the knowledge and skills in | April, 2022 |
| Learning | Products Innovation, Branding, Business Planning, Sector | |
| Outcome | Analysis, Market Positioning, getting financing, Experience | |
| S | sharing and Case Studies | |
| | Business Consultancy Firms, SMEs especially in Catering and | |
| Target | Food Processing Sector, Government Officials who oversee | |
| Group | this sector, Individual Food Vendor and All Organizations | |
| 0.00 | that supporting SMEs in this Sector of Catering and Food | |
| | Processing. | |
| Location | Ardhi University, Dar es Salaam, Tanzania | |
| Duration | One (1) Week, five (5) days | |
| Course | Tshs. 1,000,000 to cover, Course materials, course delivery, | |
| fees | certificates lunch and refreshments | |
| | Head Department of Business Studies, | |
| Contact | Att: Mr. Bega & Mr. Kansheba | |
| details | P.O.Box 35176, Dar es Salaam. | |
| delalis | Email: hodbs@aru.ac.tz | |
| | 0717745113/0766961283/ | |
| 11 | ADVANCED FINANCIAL STATEMENT ANALYSIS FOR DECISION SUPPORT SYSTEMS | |
| | After completion of this program, the participants will be | |
| Expected Learning | able to understand the financial statements, perform | |
| | financial statements analysis, Understand the valuation | July, 2022 |
| Outcome | techniques based on financial statements, Understand the | , · |
| S | key concepts in corporate finance, develop an | |

| | Advanced excel tools, imbed financial statement ratios into the decision support system | |
|--------------------------------------|---|-----------------|
| Target Group | Mid carrier professionals in Government ministries, LGAs, Business firms, Economics, Real estate and other interested participants | |
| Location | Ardhi University, Dar es Salaam, Tanzania | |
| Duration | One (1) Week, five (5) days | |
| Course | Tshs. 750,000 to cover, Course materials, course delivery, | |
| fees | certificates lunch and refreshments | |
| | Head Department of Business Studies, | |
| Contact | Att: Dr. Munisi & Mr. Ndaro | |
| details | P.O.Box 35176, Dar es Salaam. | |
| | Email: hodbs@aru.ac.tz | |
| | Mobile: 0752309909/0719566410 | |
| 12 | FINANCIAL MODELING WITH ADVANCED EXCEL FEATURES | |
| Expected Learning Outcome s | After completion of this program, the participants will be able to work more efficiently in excel and financial modeling, understand advance excel tools to be used in finance, be able to develop the integrated financial model | August, 2022 |
| | incorporating forecasting, sensitivity, scenario etc. | |
| Target Group | Mid carrier professionals in Government ministries, LGAs, Business firms, Economics, Real estate and other interested participants | |
| Location | Ardhi University, Dar es Salaam, Tanzania | |
| Duration | One (1) Week, five (5) days | |
| Course fees | Tshs. 750,000 to cover, Course materials, course delivery, certificates lunch and refreshments | |
| | Head Department of Business Studies, | |
| Contact | Att: Dr. Munisi & Dr. Alananga, CPA Nurdin | |
| details | P.O.Box 35176, Dar es Salaam. | |
| acians | Email: hodbs@aru.ac.tz | |
| | Mobile: 0752309909/0757965150 | |
| 13 | GIS APPLICATION IN REAL ESTATE MARKET | |
| 13 | ANALYSIS | |
| | Upon completion of the course the trainee will be able to: | |
| Expected | Design and populate a Geo-database with real estate | |
| Learning | data, Analyse real estate market drivers in a GIS | June and |
| Outcome | environment, Use satellite image to generate real estate | September, |
| | | 2022 |
| | | |
| S | data, Tracking real estate phenomenon using GIS & Map real estate data and produce hard copies of the same | |

| Target | Mid carrier professionals in Government ministries, LGAs, | |
|-----------------|--|--------------------|
| Group | Business firms, Economics, Real estate and other interested | |
| | participants | |
| Location | Ardhi University, Dar es Salaam, Tanzania | |
| Duration | One (1) Week, five (5) days | |
| Course | Tshs. 1,000,000 to cover, Course materials, course delivery, | |
| fees | certificates lunch and refreshments | |
| | Head Department of Business Studies, | |
| Contact | Att: Dr. Alananga & Mr. Malisa | |
| details | P. O. Box 35176, Dar es Salaam. | |
| deidiis | Email: <u>hodbs@aru.ac.tz</u> | |
| | Mobile: 0757965150/0658202445 | |
| 1.4 | APPLICATION OF GIS IN BUSINESS, SOCIAL AND | |
| 14 | ECONOMIC DATA ANALYSIS | |
| | Upon completion of the course the trainee will be able to: | |
| | Design and populate a Geo-database with business, | |
| Expected | social and economic data, Analyse business, social and | A sa sell as sa al |
| Learning | economic dynamics in a GIS environment, Capture | April, and |
| Outcome | business, social and economic using satellite imagery, | October |
| s | Tracking business, social and economic phenomenon using GIS & Map business, social and economic data and | 2022 |
| | produce hard copies of the same | |
| | · · | |
| Target | Mid carrier professionals in Government ministries, LGAs, | |
| Group | Business firms, Economics, Real estate and other interested | |
| - | participants | |
| Location | Ardhi University, Dar es Salaam, Tanzania | |
| Duration | One (1) Week, five (5) days | |
| Course fees | Tshs. 750,000 to cover, Course materials, course delivery, certificates lunch and refreshments | |
| 1003 | Head Department of Business Studies, | |
| Carrie | Att: Dr. Alananga | |
| Contact details | P.O.Box 35176, Dar es Salaam. | |
| deidiis | Email: hodbs@aru.ac.tz | |
| | Mobile: 0757965150/ | |
| 15 | COLLATERAL MANAGEMENT USING GEO-SPATIAL | |
| | TECHNIQUES | |
| Expected | Upon completion of the course the trainee will be able to: | |
| Learning | Collect location data for collaterals using simple hand | January & |
| Outcome | held GPS/Mobile phone; Design and populate a Geo- | July, 2022 |
| S | database with collateral attribute as well as spatial data, | |

| Target Group | Analyze collateral risks in a GIS environment, Capture collateral information using satellite imagery, Track risky collateral information over time using GIS & Generate collateral information map and use them to support decisions on collateral. Mid carrier professionals in Banks, Real estate and other financial institutions | |
|--------------------------------------|---|----------------------------|
| Location | Ardhi University, Dar es Salaam, Tanzania | |
| Duration | One (1) Week, five (5) days | |
| Course fees | Tshs. 1,000,000 to cover, Course materials, course delivery, certificates lunch and refreshments | |
| Contact details | Head Department of Business Studies, Att: Dr. Alananga & Mr. Bega P.O.Box 35176, Dar es Salaam. Email: hodbs@aru.ac.tz Mobile: 0757965150/0717745113/0766961283 | Contac t details |
| 16 | QUANTITATIVE DATA ANALYSIS WITH SPSS, STATA & R | |
| Expected Learning Outcome s | analysis software, Examine data in terms of simple descriptive statistics, Analyse and present ANOVA results, Analyse cross sectional data using different regression tools, Analyse time series data using standard approaches and tests, Collect, organize and prepare panel data for subsequent analysis in different software: Summarise and analyse panel data using appropriate panel data methods, Carry out sensitivity analysis depending on the method of analysis and Scientifically report quantitative analysis results in monograms, thesis, research articles and other scientific platform. | May & November, 2022 |
| Target Group | Mid carrier professionals in public and private sectors; Masters and PhD students; data analysts in banks and consultancy firms and other researchers in academic institutions | |
| Location | Ardhi University, Dar es Salaam, Tanzania | |
| Duration | One (1) Week, five (5) days | |
| Course fees | Tshs. 1,000,000 to cover, Course materials, course delivery, certificates lunch and refreshments | |

| Contact | Head Department of Business Studies, | |
|-------------------|---|------------|
| details | Att: Dr. Alananga & Mr. Kansheba, CPA Nurdin | |
| deidiis | P.O.Box 35176, Dar es Salaam. | |
| | Email: hodbs@aru.ac.tz | |
| | Mobile: 0757965150/ | |
| | VALUE CHAIN ANALYSIS WITH ECONOMIC | |
| 4- | | |
| 17 | LINKAGES: APPLICATIONS IN THE OIL, GAS AND | |
| | MINING SECTORS | |
| Expected | On completion of the course, participants will have a clear | |
| Learning | understanding of the investment alongside the oil, gas and | |
| Outcome | mining sector from the upstream, midstream and | |
| S | downstream, Investment opportunities, Challenges | |
| | affecting the existing investors in the sectors, strategies to | |
| | win the clients in the sector, Laws and regulations to | |
| | adhere for smooth business operation in the value chain, | |
| | Introduction to economic linkages. Local employment, | |
| | Local procurement, Enabling tech transfer and | |
| | Downstream linkages and Energy transition and | |
| | decarbonization | |
| | | |
| Target | Sustainable development practitioners; Extractive | |
| Group | practitioners, Entrepreneurs who wish to invest in the value | |
| | chain supporting services, Graduate students on | |
| | extractives, sustainable development and Climate | |
| Location | change activists or practitioners. | |
| | Ardhi University, Dar es Salaam, Tanzania | |
| Duration | One (1) Week, five (5) days | |
| Course | Tshs. 1,000,000 to cover, Course materials, course delivery, | |
| fees | certificates lunch and refreshments | |
| Contact | Head Department of Business Studies, | |
| details | Att: Mr. Nurdin & Ms. Lisa P.O. Box 35174 Dar of Salaram | |
| | P.O.Box 35176, Dar es Salaam. Email: hodbs@aru.ac.tz | |
| | Mobile: 0717158960/0766910303 | |
| 18 | PUBLIC FINANCE AND TAXATION IN PRACTICE | |
| | | luna aven: |
| Expected Learning | Upon completion of the course, trainee will be able to understand how taxes are computed within the different | June every |
| Outcome | set of business operations and specialized sector such as | year |
| | Mining and oil and gas sector. What are the basis of Tax | |
| S | estimates to companies and Small and Medium | |
| | Enterprises (SMEs), What steps to follow to avoid penalties | |
| | and interest on the payment of various taxes, What are | |
| | different taxes that a business must know and what are the | |
| | due dates for payment of taxes. Fiscal system and tax laws | |
| | aue dates for payment of taxes, riscal system and tax laws | |

| | to adhere as a company and SMEs. Other tax issues. International taxation, Transfer pricing and Upstream oil and Gas Taxation | |
|--------------------|---|--------------------|
| Target Group | International Oil, Gas and Mineral Companies, International Companies, Local Companies in All sectors, SMEs in all sectors, Consultancy firms, VICOBA, Business Development Officers, Marketers, Customer Service officers in All Sectors, Micro finance Institutions, Sole proprietorship and All Entrepreneurs at large. | |
| Location | Ardhi University, Dar es Salaam, Tanzania | |
| Duration | One (1) Week, five (5) days | |
| Course fees | Tshs. 1,000,000 to cover, Course materials, course delivery, certificates lunch and refreshments | |
| Contact details | Head Department of Business Studies, Att: Dr.Munis, CPA. Ndaro & CPA. Nurdin P.O.Box 35176, Dar es Salaam. Email: hodbs@aru.ac.tz Mobile: 0717159960/ | Contact details |
| 19 | COMMUNITY FACILITATION SKILLS | |
| Objective | The course is designed to increase the ability of people who are working with the community in performing their change agent roles so as to change and empower the communities in various development matters | January, 2022 |
| Target | LGAs (CDOs, WEOs, VEOs), NGOs, CBOs, Masters and PhD | |
| group | students in social studies | |
| Location | Ardhi University | |
| Duration | 2 Weeks | |
| Course fees | To be announced | |
| Contact Person | Mr. Jimson Chumbula 0755555411 | |
| 20 | CONFLICT MANAGEMENT AND RESOLUTION SKILLS | |
| Objective | The course is designed to widen the insights of people who are working with the community in understanding the concepts of conflict, conflict development stages, styles and strategies of effective management of conflicts. Application of the skills by the leaders will help to keep the community in sustainable peace and security. | March, 2022 |
| Target group | LGAs (CDOs, WEOs, VEOs), NGOs, CBOs, Masters and PhD students in social studies | |
| Location | Ardhi University | |

| Duration | 2 Weeks | |
|--------------------------------------|---|---------------------------|
| Course | To be announced | |
| fees | | |
| Contact | Mr. Jimson Chumbula 0755555411 | |
| Person | | |
| 21 | DEVELOPMENT COMMUNICATION AND RESOURCES MOBILIZATION SKILLS | May, 2022 |
| Objective | This course is designed to equip community workers with knowledge and skills to analyze and apply communication strategies as agents for social change and a tool for mobilization of community towards understanding and participating in development process and activities | |
| Target group | LGAs (CDOs, WEOs, VEOs), NGOs, CBOs, Masters and PhD students in social studies | |
| Location | Ardhi University | |
| Duration | 2 Weeks | |
| Course fees | To be announced | |
| Contact Person | Mr. Jimson Chumbula 0755555411 | |
| 22 | COMMUNITY PROJECTS DEVELOPMENT SKILLS | July, 2022 |
| Target | LGAs (CDOs, WEOs, VEOs), NGOs, CBOs, Masters and PhD | |
| group | students in social studies | |
| Location | Ardhi University | |
| Duration | 2Weeks | |
| Course fees | To be announced | |
| Contact Person | Mr. Jimson Chumbula 0755555411 | |
| 23 | QUALITATIVE RESEARCH METHODS FOR BUSINESS AND MANAGEMENT | |
| Expected Learning Outcome s | By the end of the course, the participants will be able to:- Appreciate the importance of qualitative based research approach in social science research; Understand how to identify when a research topic requires qualitative research methods and be able to select the most | May & November 2022 |

| | employ qualitative research methods alongside other | |
|----------|---|-----------|
| | methods in social science research. | |
| Target | Mid carrier professionals in public and private sectors; | |
| Group | Masters and PhD students; and other researchers in | |
| | academic institutions | |
| Location | Ardhi University, Dar es Salaam, Tanzania | |
| Duration | One (1) Week, five (5) days | |
| Course | Tshs. 1,000,000 to cover, Course materials, course delivery, | |
| fees | certificates lunch and refreshments | |
| | | |
| 24 | CASE STUDIES RESEARCH FOR BUSINESS AND | |
| 24 | MANAGEMENT | |
| Expected | By the end of the course, the participants will be able to:- | May & |
| Learning | Understand the diversity of ways of conducting case study | November, |
| Outcome | research; Understand the main decisions a case | 2022 |
| S | researcher must make during the research process; | |
| | Appreciate the importance of context for the case study | |
| | researcher; Appreciate how your paradigmatic worldview | |
| | affects how you go about your case study; Enable the | |
| | researcher to evaluate the quality of care research and | |
| Target | enhance your own case study design Mid carrier professionals in public and private sectors; | |
| Group | Masters and PhD students; and other researchers in | |
| Стоор | academic institutions | |
| Location | Ardhi University, Dar es Salaam, Tanzania | |
| Duration | One (1) Week, five (5) days | |
| Course | Tshs. 1,000,000 to cover, Course materials, course delivery, | |
| fees | certificates lunch and refreshments | |
| | | |
| 0.5 | CASE STUDIES RESEARCH FOR BUSINESS AND | |
| 25 | MANAGEMENT | |
| Expected | By the end of the course, the participants will be able to: - | May & |
| Learning | Understand the diversity of ways of conducting case study | November, |
| Outcome | research; Understand the main decisions a case | 2022 |
| s | researcher must make during the research process; | |
| | Appreciate the importance of context for the case study | |
| | researcher; Appreciate how your paradigmatic worldview | |
| | affects how you go about your case study; Enable the | |
| | researcher to evaluate the quality of case research and | |
| Tavact | enhance your own case study design | |
| Target | Mid carrier professionals in public and private sectors; Masters and PhD students; and other researchers in | |
| Group | academic institutions | |
| | | |

| Location | Ardhi University, Dar es Salaam, Tanzania | |
|---------------------------------|--|-----------------------------|
| Duration | One (1) Week, five (5) days | |
| Course | Tshs. 1,000,000 to cover, Course materials, course delivery, | |
| fees | certificates lunch and refreshments | |
| | WASTE MANAGEMENT AND RESOURCE RECOVERY | |
| 26 | (WASTE TO RESOURCE) | |
| Expected Learning Outcome | Upon completion of the course the trained staff will be able to: v. Identify and select waste materials suitable for resource recovery in their surrounding environments. vi. Select and operate the suit for use technologies (place-based technologies) in briquettes, biogas and maggot production. vii. Produce alternative cooking and heating energies (briquettes and biogas) based on the waste materials available in their localities. viii. Produce animal food, majorly for fish and poetry sector that is rich of concentrated protein and nutrients. ix. Organize and impact resource basics to other communities or staffs interested in the sector. | July – November, 2022 |
| Target group | Tanzania Police Force (TPF), National Environmental Council (NEMC), Vice Presidents Office, Division of Environment (VPO-DOE), Ministry of Industry and Trade, Ministry of Investment, Research and Development Organizations, Livelihood Non-Government Organizations (NGO), Ministry of Labor and any other Interested organization or individual(s). | |
| Location | Ardhi University (ARU) Compound | |
| Duration | Two (2) weeks training (10 days) | |
| Course fees | TZS 1,000,000/=. This amount will cover; facilitation, course materials, course delivery, certificates, refreshments and Lunch. Fee wave of up to 5% will be provided for institutions with more than three (3) participants. | |
| 27 | BASIC CONCEPTS ON ADEQUATE SANITATION INTERVENTIONS | |
| Expected Learning Outcome | Upon completion of the course the trained staff will be able to: i. Assess the adequate sanitation intervention that suits a particular case of concern. | |

| | ii. Apply the sanitation intervention(s) tools in | |
|----------|---|------------------|
| | planning, implementing and decommissioning | |
| | the sanitation-based projects in both rural and | |
| | urban settings. | |
| | iii. Create and Organize sanitation campaign | |
| | programs in rural and urban settings | |
| | iv. Design and manage home house hold-based | |
| | sanitation facilities, including the | |
| | wastewater/faecal sludge containments and re- | |
| | use options. v. Create programs that influence decision making | |
| | and prioritization of sanitation in education, | |
| | health and community sectors. | |
| | vi. Understand and facilitate sustainable Menstrual | |
| | Hygiene Management at all levels (Family, | |
| | community and National levels). | |
| | 1. For Profit, and Non-Profit Organizations (NGOs) majored | |
| | on School Water, Sanitation and Hygiene (SWASH), | |
| | Menstrual Hygiene Management (MHM), WASH for Health facilities and Community based Sanitation | |
| | interventions like; CLTS, CLUES, PHAST, Sanitation | |
| Target | Marketing etc. | |
| group | 2. Ministry of Health, Community development, Gender, | |
| | Elderly and Childress; | |
| | 3. Ministry of Education, Science and Technology | |
| | Research and Development Organizations Tanzania Police Force (TPF) | |
| Location | To be agreed between ARU and Client | |
| Duration | One (1) week (5 days) training | |
| 20.0 | TZS 500,000/=. This amount will cover; facilitation, course | |
| Course | materials, course delivery, certificates, refreshments and | |
| fees | Lunch. | |
| 1003 | Fee wave of up to 5% will be provided for institutions with | |
| | more than three (3) participants. | |
| 20 | ENVIRONMENTAL IMPACT ASSESSMENT (EIA) AND | |
| 28 | ENVIRONMENTAL AUDITING (EA) | |
| | Upon completion of the course the trained staff will be | Throughout |
| | able to: i. Conduct the EIA on the proposed project | the year upon |
| Expected | ii. Perform the EA of the ongoing projects | Request |
| Learning | iii. Oversee the project to make sure that it abides | |
| Outcome | to environmental legislation and regulations. | |
| | iv. Advice decision makers and the community on | |
| | the adverse environmental and health impacts | |

| | resulted by either the proposed or ongoing | |
|---------------------------------|--|---|
| Target group | project Manufacturing and Processing Industries, EIA and EA companies, National Management Council (NEMC), Tanzania Police Force (TPF), Research and Development Organizations, Vice Presidents Office- Division of Environment (VPO-DOE), Ministry of Investment, Ministry of Labor, and Interested Organizations/Individuals. | |
| Location | To be agreed between ARU and Client | |
| Duration | One (1) week (5 days) training | |
| Course fees | TZS 500,000/=. This amount will cover; facilitation, course materials, course delivery, certificates, refreshments and Lunch. Fee wave of up to 5% will be provided for institutions with more than three (3) participants. | |
| 29 | BASIC CONCEPTS ON GEOGRAPHIC INFORMATION SYSTEM (GIS) AND REMOTE AND SENSING (RS) | |
| Expected Learning Outcome | Upon completion of the course the trained staff will be able to: i. Customized shapefiles to fit the area of interest ii. Digitize paper map iii. Create; water delineations and project zone/boundaries/buffers Prepare Reports on Ground water quality and contamination traits and trends information on specific phenomenon like; Fire hazards, green spaces (including forests), water bodies, development/urbanization pattern | Throughout the year upon Request |
| Target group | Municipalities, Research and Development Organizations, Academicians, Environmental Consultants and companies, Construction companies, National Environmental Council (NEMC), Tanzania Police Force (TPF). | |
| Location | To be agreed between ARU and Client | |
| Duration | One (1) week (5 days) training | |
| Course fees | TZS 500,000/=. This amount will cover; facilitation, course materials, course delivery, certificates, refreshments and Lunch. Fee wave of up to 5% will be provided for institutions with more than three (3) participants. | |

| 30 | MODELING OF WATER AND WASTEWATER QUALITY | |
|---------------------------------|---|---|
| Expected Learning Outcome | Upon completion of the course the trained staff will be able to: i. Use models to predict the behaviour of the water and wastewater treatment plants during planning and operations. ii. Acquire knowledge on model design, calibrations, simulation iii. | Throughout the year upon Request |
| Target group | Water and wastewater sectorial stakeholders/workers, managers and researchers. | |
| Location | To be agreed between ARU and Client | |
| Duration | Three (3) days training | |
| Course fees | TZS 300,000/=. This amount will cover; facilitation, course materials, course delivery, certificates, refreshments and Lunch. Fee wave of up to 5% will be provided for institutions with more than three (3) participants. | |
| | c.cc.r rives (c) parisciparitis. | |
| 31 | BASIC CONCEPTS ON ECOSYSTEM SERVICES | |
| 31 Expected Learning Outcome | | Throughout the year upon Request |
| Expected Learning | Upon completion of the course the trained staff will be able to: i. Understand the ecosystem services and disservices from both terrestrial and aquatic environment ii. Categorize the ecosystem services namely, supporting, regulating, provisioning and cultural services iii. Assess the risks and opportunities related to ecosystem services iv. Evaluate the ecosystem services; ecological modelling and contribution of ecosystem services in community livelihood improvement Processing and Manufacturing industries, Academia, Research and Developments Organizations, Community based organizations, Tanzania Police Force, Non-Government Organizations, National and International | the year upon |
| Expected Learning Outcome | Upon completion of the course the trained staff will be able to: i. Understand the ecosystem services and disservices from both terrestrial and aquatic environment ii. Categorize the ecosystem services namely, supporting, regulating, provisioning and cultural services iii. Assess the risks and opportunities related to ecosystem services iv. Evaluate the ecosystem services; ecological modelling and contribution of ecosystem services in community livelihood improvement Processing and Manufacturing industries, Academia, Research and Developments Organizations, Community based organizations, Tanzania Police Force, Non- | the year upon |

| | T7C 000 000 / T1 : | |
|---------------------------------|---|---|
| Course fees | TZS 300,000/=. This amount will cover; facilitation, course materials, course delivery, certificates, refreshments and Lunch. Fee wave of up to 5% will be provided for institutions with more than three (3) participants. | |
| 32 | APPLICATION OF INDUSTRIAL ECOLOGY CONCEPTS IN INDUSTRIALIZATION AND MODERNIZATION | |
| Expected Learning Outcome | Upon completion of the course the trained participants are expected to be competent on: i. Assessing environmental impacts of products, processes and services associated with industrial systems ii. Applying ecological principles in identifying and implementation of strategies to reduce environmental impacts. | Throughout the year upon Request |
| Target group | Processing and manufacturing Industries, Environmental sectorial organizations, National Management Council (NEMC), Vice Presidents Office- Division of Environment (VPO-DOE), Community based Organizations, Municipalities, Tanzania Police Force (TPF) and any other interested Organization or Individuals. | |
| Location | To be agreed between ARU and Client | |
| Duration | Three (3) days training | |
| Course fees | TZS 300,000/=. This amount will cover; facilitation, course materials, course delivery, certificates, refreshments and Lunch. Fee wave of up to 5% will be provided for institutions with more than three (3) participants. | |
| | SCHOOL OF SPATIAL PLANNING AND SOCIAL | |
| 33 | SCIENCES GIS APPLICATION FOR URBAN PLANNING-URP | |
| Introducti on | A GIS or geographic information system integrates hardware, software, and data for capturing, managing, analyzing, and displaying all forms of geographically referenced information. A GIS helps you in answering question and solve problems by analyzing the data provided and making it easier to understand and share. Geographic Information System is one of the latest and most advanced systems till date to help organize spatial data. It is an information system that is used to input, store, retrieve, manipulate, analyze and output geographically referenced data or geo-spatial data in various forms | March and July, 2022 |

| | which gives relationships, patterns, and trends in different | |
|------------|---|--|
| | forms like maps, globes, reports, and charts. This helps | |
| | planners to support decision-making for planning and management of land use and natural resources. It can | |
| | also be considered as a computer-based mapping tool | |
| | that allows users to manipulate large sets of data as layers | |
| | or themes. | |
| | Upon completion of this course, the participants should be able to: | |
| | Perform GIS functions of geographic information system: | |
| | Capture DataStore Data | |
| | Query data | |
| Expected | Analyze data | |
| Learning | Display Data | |
| outcome | Produce Output and , | |
| s | Understand and perform classifications on data for | |
| | analysis operations; | |
| | Understand and perform Overlay operations; Used a returned and performs. Nationally and an advantage of the second and performs. Output Description: | |
| | Understand and perform Neighbourhood analysis;Understand and create Models for spatial analysis | |
| | operations using QGIS tools; | |
| | Create proper visualizations of analysis results; | |
| | Classify Geographic data for spatial analyses | |
| | operations. | |
| Course | Neighbourhood analysis for describing land uses | |
| Content | patterns. | |
| Comem | Modelling and formulate expressions for analysis | |
| | operations. | |
| | Representation of analysis results. TZS 700,000/ The course fee will cater for tuition fee, | |
| Course | course materials, Compiled Notes, Certificates, QGIS | |
| Fee | software starter pack and other consumables. | |
| Location | To be agreed between ARU and Clients | |
| Duration | 3 weeks | |
| | SPATIAL DATA COLLECTION AND WEB SPATIAL | |
| 34 | DATA INFRASTRUCTURE FOR URBAN PLANNING - | |
| | URP | |
| | The target for this course to study the use of WEB GIS open- | |
| Introducti | source solution for workflow organizing of urban planning | |
| on | documentation: zoning permit, building permit, | |
| | occupancy permit, utilities connection and land use data | |
| | storage. | |

| | Upon completion of the course, participants will be able to: | |
|------------|---|-----------|
| | (i) apprehend the concept of Geo-Node as a | |
| | Spatial Data Infrastructure; Install Geo-Node; | |
| Expected | (ii) acquire skills pertaining to Managing Layers, | |
| Learning | Managing Maps, Managing Documents, | April and |
| outcome | Publishing Data; | August, |
| s | (iii) Use Geo-Node with Other Applications such as | 2022 |
| | QGIS and Google Earth; Administering Geo- | |
| | Node; Manipulate groups, categories, | |
| | metadata, menus; Perform Geo-Node | |
| | customization to suit particular organization need. | |
| | Professionals in Government such as MLHHSD, National | |
| | Land Use Planning Commission, Tanzania Forest Services | |
| | Agency (TFS), TANAPA, International organizations such | |
| Target | as USAID, DFID, GIZ, SIDA, DANIDA, KOICA etc., Land | |
| group | officers, NGOs undertaking land projects such as HAKI | |
| | ARDHI, TAWLA etc. Business firms, and other interested | |
| | participants | |
| Course | Tshs. 800,000 to cover, Course materials, course delivery, | |
| Fee | certificates lunch and refreshments | |
| Location | To be agreed between ARU and Clients | |
| Duration | 3 Week | |
| 35 | MOBILE DATA COLLECTION FOR URBAN | |
| | PLANNERS-ODK AND OMK | |
| | Recently, the use of mobile communication devices, such | |
| | as smart phones and cellular phones, in field data collection is increasing due to the emergence of | September |
| Introducti | embedded Global Position Systems (GPS) and Wi-Fi Inter- | and, |
| on | net access. Accurate, timely and handy field data | December. |
| | collection is required for proper town planning and quick | 2022 |
| | response during emergencies that are as a results of town | |
| | planning challenges. | |
| | In the past, data collection was performed using paper | |
| | and pen, which made it prone to error, difficult to conduct | |
| | on a large scale, and high in transaction costs. | |
| | ICT tools such as mobile devices and software that allow | |
| Overview | users to create surveys, collect, manage, and upload data | |
| | to cloud storage facilities in real-time have reduced the conventional challenges associated with remote data | |
| | collection. | |
| | One of the commonly used tools is ODK (Open Data Kit). | |
| | Open Data Kit has been used to observe elections, | |
| 1 | | |

| Objective s | monitor rainforests, track outbreaks, conduct one-off surveys, rapid assessments, baseline studies, project midterm evaluation, project end-term evaluation, market research, during and directly following disasters, and in many other cases. This course is a hands-on, step-by-step guide that will teach learners how to set up, administer, and manage a mobile-based data collection platform using ODK. Course Objectives This online training course in Mobile Data Collection using Open Data Kit (ODK) will teach learners how to: Build/design forms (Digitize questionnaires) in ODK Build and in Microsoft Excel (XLSForm syntax)/Spreadsheet Check for xlsform syntax errors, validate forms and convert xlsform to XForm Setup a free sub-domain on Free DNS Set up an account on Digital Ocean Collect data offline on mobile devices using ODK Collect. Upload and aggregate server on Digital ocean Collect, and aggregate collected data in a cloud server Visualize, manage, analyze and map data online Download data from the cloud server for further | |
|-------------------------|---|--|
| Additiona I Benefits | analysis. Digitize any paper-based questionnaire to an ODK compatible format using MS Excel and ODK Build Setup a free sub-domain on Free DNS Setup and operate an account in Digital Ocean VPS Setup and operate an ODK aggregate server in Digital Ocean Setup ODK Collect and collect data offline on mobile devices Upload data to a cloud-based ODK Aggregate server Analyze, visualize and map data online on ODK aggregate Download data from ODK aggregate using ODK Briefcase for further analysis using software such as MS. Excel, Stata, SPSS, R, etc | |
| Target group | Professionals in Government such as MLHHSD, National Land Use Planning Commission, Tanzania Forest Services Agency (TFS), TANAPA, International organizations such | |

| | LICAID DEID OIZ NIDA DAVIDA MOTO: | |
|----------------------|---|------------|
| 1 | as USAID, DFID, GIZ, SIDA, DANIDA, KOICA etc., Land | |
| | officers, NGOs undertaking land projects such as HAKI | |
| | ARDHI, TAWLA etc. Business firms, and other interested | |
| | participants | |
| Course | Tshs. 300,000 to cover, Course materials, course delivery, | |
| Fee | certificates lunch and refreshments | |
| Location | To be agreed between ARU and Clients | |
| Duration | 2 Week | |
| | SCHOOL OF SPATIAL PLANNING AND SOCIAL | |
| 36 | SCIENCES GIS APPLICATION FOR URBAN | |
| | PLANNING-URP Contact Amedeus Kimaro 0785122441 | |
| | | |
| | A GIS or geographic information system integrates | |
| | hardware, software, and data for capturing, managing, | |
| | analyzing, and displaying all forms of geographically | |
| | referenced information. A GIS helps you in answering | |
| | question and solve problems by analyzing the data | |
| | provided and making it easier to understand and | |
| | share. Geographic Information System is one of the latest | |
| | and most advanced systems till date to help organize | |
| | , | |
| Introducti | spatial data. | March and |
| on | It is an information system that is used to input, store , | July, 2022 |
| 011 | retrieve, manipulate, analyze and output geographically | 301y, 2022 |
| | referenced data or geo-spatial data in various forms | |
| | which gives relationships, patterns, and trends in different | |
| | forms like maps, globes, reports, and charts. This helps | |
| | planners to support decision-making for planning and | |
| | management of land use and natural resources. It can | |
| | | |
| | also be considered as a computer-based mapping tool | |
| | that allows users to manipulate large sets of data as layers | |
| | or themes. | |
| | Upon completion of this course, the participants should | |
| | be able to: | |
| | | |
| | Perform GIS functions of geographic information system: | |
| | | |
| | Capture Data | |
| Expected | Capture DataStore Data | |
| Expected Learning | Capture DataStore DataQuery data | |
| - | Capture DataStore DataQuery dataAnalyze data | |
| Learning | Capture Data Store Data Query data Analyze data Display Data | |
| Learning outcome | Capture Data Store Data Query data Analyze data Display Data Produce Output and, | |
| Learning outcome | Capture Data Store Data Query data Analyze data Display Data Produce Output and, Understand and perform classifications on data for | |
| Learning outcome | Capture Data Store Data Query data Analyze data Display Data Produce Output and, | |
| Learning outcome | Capture Data Store Data Query data Analyze data Display Data Produce Output and, Understand and perform classifications on data for | |
| - | Capture DataStore Data | |

| | | 1 |
|--------------------------------------|--|------------------------------|
| | Understand and create Models for spatial analysis | |
| | operations using QGIS tools; | |
| | Create proper visualizations of analysis results; | |
| Course Content | Classify Geographic data for spatial analyses operations. Neighbourhood analysis for describing land uses patterns. Modelling and formulate expressions for analysis operations. Representation of analysis results. | |
| Course Fee | TZS 700,000/ The course fee will cater for tuition fee, course materials, Compiled Notes, Certificates, QGIS software starter pack and other consumables. | |
| Location | To be agreed between ARU and Clients | |
| Duration | 3 weeks | |
| 37 | SPATIAL DATA COLLECTION AND WEB SPATIAL DATA INFRASTRUCTURE FOR URBAN PLANNING - URP Contact Amedeus Kimaro 0785122441 | |
| Introducti on | The target for this course to study the use of WEB GIS open- source solution for workflow organizing of urban planning documentation: zoning permit, building permit, occupancy permit, utilities connection and land use data storage. | April and August, 2022 |
| Expected Learning outcome s | Upon completion of the course, participants will be able to: (iv) apprehend the concept of Geo-Node as a Spatial Data Infrastructure; Install Geo-Node; (v) acquire skills pertaining to Managing Layers, Managing Maps, Managing Documents, Publishing Data; (vi) Use Geo-Node with Other Applications such as QGIS and Google Earth; Administering Geo-Node; Manipulate groups, categories, metadata, menus; Perform Geo-Node customization to suit particular organization need. | |
| Target group | Professionals in Government such as MLHHSD, National Land Use Planning Commission, Tanzania Forest Services Agency (TFS), TANAPA, International organizations such as USAID, DFID, GIZ, SIDA, DANIDA, KOICA etc., Land officers, NGOs undertaking land projects such as HAKI ARDHI, TAWLA etc. Business firms, and other interested participants | |

| Course | Tshs. 800,000 to cover, Course materials, course delivery, | |
|------------------|--|--|
| Fee | certificates lunch and refreshments | |
| Location | | |
| Duration | To be agreed between ARU and Clients | |
| Duration | 3 Week | |
| | MOBILE DATA COLLECTION FOR URBAN | |
| 38 | PLANNERS-ODK AND OMK | |
| | Contact Amedeus Kimaro 0785122441 | |
| Introducti on | Recently, the use of mobile communication devices, such as smart phones and cellular phones, in field data collection is increasing due to the emergence of embedded Global Position Systems (GPS) and Wi-Fi Internet access. Accurate, timely and handy field data collection is required for proper town planning and quick response during emergencies that are as a results of town planning challenges. | September and, December, 2022 |
| Overview | In the past, data collection was performed using paper and pen, which made it prone to error, difficult to conduct on a large scale, and high in transaction costs. ICT tools such as mobile devices and software that allow users to create surveys, collect, manage, and upload data to cloud storage facilities in real-time have reduced the conventional challenges associated with remote data collection. One of the commonly used tools is ODK (Open Data Kit). Open Data Kit has been used to observe elections, monitor rainforests, track outbreaks, conduct one-off surveys, rapid assessments, baseline studies, project midterm evaluation, project end-term evaluation, market research, during and directly following disasters, and in many other cases. This course is a hands-on, step-by-step guide that will teach learners how to set up, administer, and manage a mobile-based data collection platform using ODK. | |
| Objective s | Course Objectives This online training course in Mobile Data Collection using Open Data Kit (ODK) will teach learners how to: • Build/design forms (Digitize questionnaires) in ODK Build and in Microsoft Excel (XLSForm syntax)/Spreadsheet • Check for xlsform syntax errors, validate forms and convert xls form to XForm • Setup a free sub-domain on Free DNS • Set up an account on Digital Ocean • Setup ODK Aggregate server on Digital Ocean | |

| | Collect data offline on mobile devices using ODK Collect. Upload and aggregate collected data in a cloud server | |
|-------------------------|--|--|
| | Visualize, manage, analyze and map data online Download data from the cloud server for further analysis. | |
| Additiona I Benefits | Digitize any paper-based questionnaire to an ODK compatible format using MS Excel and ODK Build Setup a free sub-domain on Free DNS Setup and operate an account in Digital Ocean VPS Setup and operate an ODK aggregate server in Digital Ocean Setup ODK Collect and collect data offline on mobile devices Upload data to a cloud-based ODK Aggregate server Analyze, visualize and map data online on ODK aggregate Download data from ODK aggregate using ODK Briefcase for further analysis using software such as MS. Excel, Stata, SPSS, R, etc | |
| Target group | Professionals in Government such as MLHHSD, National Land Use Planning Commission, Tanzania Forest Services Agency (TFS), TANAPA, International organizations such as USAID, DFID, GIZ, SIDA, DANIDA, KOICA etc., Land officers, NGOs undertaking land projects such as HAKI ARDHI, TAWLA etc. Business firms, and other interested participants | |
| Course | Tshs. 300,000 to cover, Course materials, course delivery, | |
| Fee | certificates lunch and refreshments | |
| Location | To be agreed between ARU and Clients | |
| Duration | 2 Week | |
| | | |
| | SCHOOL OF EARTH SCIENCES, REAL ESTATE STUDIES, BUSINESS AND INFORMATICS (SERBI) Department of Land management and Valuation (LMV) Contact Persons Mr. Leornard Mwassa (0767 867376) | |
| Course Title | STRATEGIC IMPLEMENTATION OF ESTATE MANAGEMENT POLICY | |

| Expected Learning Outcome s | upon completion of the course the trainees will be able to i. Gain knowledge on estate management policy. ii. Acquire skills on how to translate estate management policy into practice iii. Possess managerial skills so as to achieve economic satisfaction, profit, prestige, social welfare and sustainability in management of estates. | To comply with the client's time schedule |
|--------------------------------------|--|--|
| Target | Those who are involved in planning and quality control, | |
| Group | procurement and accounting departments. | |
| Location | To be agreed upon ARU and client | |
| Duration | One (1) Week, five (5) days | |
| Course fees | Tshs. 1,000,000 to cover, Course materials, course delivery, certificates lunch and refreshments | |
| Course | MAINTENANCE MANAGEMENT OF LANDED | |
| Title | PROPERTIES | |
| Expected Learning Outcome s | Upon completion of the course the trainees will be able to i. equip trainees with knowledge and maintenance ii. acquire skills on how to carry out condition survey iii. Apply maintenance knowledge acquired in planning, budgeting tendering, execution and supervision for maintenance activities. | To comply with the client's time schedule |
| Target Group | Working in the estate department, planning and quality control department, procurement department and accounting department. | |
| Location | To be agreed upon ARU and clients | |
| Duration | One (1) Week, five (5) days | |
| Course | Tshs. 1,000,000 to cover, Course materials, course delivery, | |
| fees Course | certificates lunch and refreshments | |
| Title | MANAGEMENT OF HOUSING STOCK | |
| | i. Understand management of housing stock ii. Gain skills in handling tenants' mobility iii. Implement energy management in housing stock iv. Understand the implication of behavioral aspect in housing stock management | To comply with the client's time schedule |
| Target Group | Selected police officers, Police officers in the estate department, planning and quality control department, | |

| Location Duration Course | | |
|--|---|---------------------------------|
| Duration | police transportation officer's office | |
| | To be agreed upon ARU and clients | |
| Course | One (1) Week, five (5) days | |
| COOISC | Tshs. 1,000,000 to cover, Course materials, course delivery, | |
| fees | certificates lunch and refreshments | |
| Course Title | SUSTAINABLE ESTATES RECORDING | |
| | Upon completion of the course the trainees will be able | To comply |
| Expected | to: | with the |
| Learning | the equip them with knowledge on estate recording | client's time |
| Outcome | system for a modern police force | schedule |
| S | understand the best methods of administration of leases | |
| | Create proper estates accounts | |
| Target | Estate department, planning and quality control | |
| Group | department, procurement department and accounting | |
| | department, police transportation officer's office | |
| Location | To be agreed upon ARU and clients | |
| Duration | One (1) Week, five (5) days | |
| Course | Tshs. 1,000,000 to cover, Course materials, course delivery, | |
| fees | certificates lunch and refreshments | |
| | | |
| | MANAGEMENT OF MOVABLE ASSETS | |
| | Upon completion of the course the trainees will be able | |
| | to: | with the |
| - | | |
| Learning | | schedule |
| A 1 | II. Classify different types of movable assets | |
| Outcome | | |
| Outcome s | iii. Understand different coding and tracking systems | |
| | | |
| | iii. Understand different coding and tracking systemsiv. Understand asset disposal procedures. | |
| | iii. Understand different coding and tracking systemsiv. Understand asset disposal procedures. Estate department, planning and quality control | |
| s | iii. Understand different coding and tracking systemsiv. Understand asset disposal procedures.Estate department, planning and quality control department, procurement department and Accounting | |
| s Target Group | iii. Understand different coding and tracking systems iv. Understand asset disposal procedures. Estate department, planning and quality control department, procurement department and Accounting department, police transportation officer's office | |
| Target Group Location | iii. Understand different coding and tracking systems iv. Understand asset disposal procedures. Estate department, planning and quality control department, procurement department and Accounting department, police transportation officer's office APC Building, Bunju-Dar es Salaam, Tanzania | |
| Target Group Location Duration | iii. Understand different coding and tracking systems iv. Understand asset disposal procedures. Estate department, planning and quality control department, procurement department and Accounting department, police transportation officer's office APC Building, Bunju-Dar es Salaam, Tanzania One (1) Week, five (5) days | |
| Target Group Location Duration Course | iii. Understand different coding and tracking systems iv. Understand asset disposal procedures. Estate department, planning and quality control department, procurement department and Accounting department, police transportation officer's office APC Building, Bunju-Dar es Salaam, Tanzania One (1) Week, five (5) days Tshs. 1,000,000 to cover, Course materials, course delivery, | |
| Target Group Location Duration Course fees | iii. Understand different coding and tracking systems iv. Understand asset disposal procedures. Estate department, planning and quality control department, procurement department and Accounting department, police transportation officer's office APC Building, Bunju-Dar es Salaam, Tanzania One (1) Week, five (5) days Tshs. 1,000,000 to cover, Course materials, course delivery, certificates lunch and refreshments | |
| Target Group Location Duration Course | iii. Understand different coding and tracking systems iv. Understand asset disposal procedures. Estate department, planning and quality control department, procurement department and Accounting department, police transportation officer's office APC Building, Bunju-Dar es Salaam, Tanzania One (1) Week, five (5) days Tshs. 1,000,000 to cover, Course materials, course delivery, | |
| Target Group Location Duration Course fees Course Title | iii. Understand different coding and tracking systems iv. Understand asset disposal procedures. Estate department, planning and quality control department, procurement department and Accounting department, police transportation officer's office APC Building, Bunju-Dar es Salaam, Tanzania One (1) Week, five (5) days Tshs. 1,000,000 to cover, Course materials, course delivery, certificates lunch and refreshments SUSTAINABLE FACILITIES MANAGEMENT | To comply |
| Target Group Location Duration Course fees Course Title Expected | iii. Understand different coding and tracking systems iv. Understand asset disposal procedures. Estate department, planning and quality control department, procurement department and Accounting department, police transportation officer's office APC Building, Bunju-Dar es Salaam, Tanzania One (1) Week, five (5) days Tshs. 1,000,000 to cover, Course materials, course delivery, certificates lunch and refreshments SUSTAINABLE FACILITIES MANAGEMENT | To comply with the |
| Target Group Location Duration Course fees Course Title | iii. Understand different coding and tracking systems iv. Understand asset disposal procedures. Estate department, planning and quality control department, procurement department and Accounting department, police transportation officer's office APC Building, Bunju-Dar es Salaam, Tanzania One (1) Week, five (5) days Tshs. 1,000,000 to cover, Course materials, course delivery, certificates lunch and refreshments SUSTAINABLE FACILITIES MANAGEMENT Upon completion of the course the trainees will be able | with the |
| Expected Learning | i. Understand asset management policyii. Classify different types of movable assets | with the client's time schedule |

| | ii. Classify different facilities within the organization in relation to its core mission | |
|---|---|---------------|
| | iii. Understand the legal framework on facilities | |
| | management | |
| | iv. Apply facilities management skills in the organisation | |
| Target | Estate department, planning and quality control | |
| Group | department, procurement department and accounting | |
| Location | department, police transportation officer's office To be agreed upon ARU and clients | |
| Duration | One (1) Week, five (5) days | |
| Course | Tshs. 1,000,000 to cover, Course materials, course delivery, | |
| fees | certificates lunch and refreshments | |
| Course | EFFECTIVE COMMUNITY ENGAGEMENT | |
| Title | APPROACHES FOR CRIME PREVENTION | |
| | Upon completion of the course the trainees will be able | |
| | to: | with the |
| | i. Gain an understanding of the theories of community | |
| | engagement ii. Understand the potential of community | schedule |
| Expected | engagement in policing | |
| Learning | iii. Understand (and evaluate) the different | |
| Outcome | approaches for community engagement | |
| S | iv. Research and compile community engagement | |
| | profiles | |
| | v. Develop context-specific and workable community | |
| | engagement strategies | |
| T I | vi. Develop a local engagement plan | |
| Target | Those who are involved direct and indirect interventions | |
| Group Location | and programs related to engagement with communities To be agreed upon ARU and clients | |
| Duration | One (1) Week, five (5) days | |
| | Tshs. 800,000 to cover, Course materials, course delivery, | |
| Course | certificates lunch and refreshments | |
| fees | | |
| Course | DATA-DRIVEN POLICING: SOCIO-DEMOGRAPHIC | |
| Title | AND SPATIAL DATA ANALYSIS FOR PUBLIC SAFETY | |
| lille | | |
| | Upon completion of the course the trainees will be able | |
| Expected | to: | with the |
| Learning | i. Understand the potential of data (including large | client's time |
| Outcome | datasets) for enhancing public safety | schedule |
| S | ii. Gain an understanding of the various data analytical tools for socio-demographic and spatial data | |
| i contract of the contract of | i ioois toi socio acittograpi iic ai la spatiai aata | i l |

| Target Group Location | iii. ability to access and manage data sets for the purposes of criminal investigations and overall Police agency benefits iv. Ability to analyze socio-demographic and spatial data to inform public safety interventions Departments responsible for administration and resource management; operations; and criminal investigation, among others. To be agreed upon ARU and client | |
|--------------------------------------|--|------------------------|
| Duration | One (1) Week, five (5) days | |
| Course fees | Tshs. 800,000 to cover, Course materials, course delivery, certificates lunch and refreshments | |
| Course Title | CROWD SOURCING COMMUNITY ROAD SAFETY EDUCATION, SENSITIZATION AND INFORMATION: NEEDS AND STRATEGIES | |
| Expected Learning Outcome s | Upon completion of the course the trainees will be able to: i. Understand community crowd sourcing and historical look at crowd sourcing road safety with global instances cited ii. Understand importance and typologies of community crowd sourcing on road safety, as well as their tools for engagement iii. Gain understanding on the needs and implementation of road safety strategies through community crowd sourcing in this era of digitalization iv. Develop context-based community crowd sourcing engagement methods and processes for implementing road safety system approach on education, sensitization and information co-production | with the client's time |
| Target Group | Those who are responsible for road safety, road users' education, traffic incidents data, road rules and regulations, highway traffic safety administration, road safety research, among others. | |
| Location | To be agreed upon ARU and client | |
| Duration | One (1) Week, five (5) days | |
| Course | Tshs. 800,000 to cover, Course materials, course delivery, | |
| fees | certificates lunch and refreshments | |
| | DISASTER MANAGEMENT TRAINING CENTRE (DMTC) CONTACT PERSON: MR. DION RUGAI 0715471798 | |

| S/N | COURSE PARTICULARS | TENTATIVE |
|-----------------|---|--------------------------|
| 3/14 | COUNSETANTICULANS | DATES |
| 1 | Introduction to Disaster Risk Management (DRM) | 7-11 February 2022 |
| Target group | All sectors whose day-to-day operations are directly or indirectly linked to Disaster Risk Management aspects. They involve the central Government Ministries, Departments, Commissions, Regional and District Authorities and Agencies, the Local Government Authorities (City, Municipal, Towns, Township and District Authorities), Private Sector, Civil Society Organization (CSOs) such as NGOs, CBOs, and FBOs, Academic Institutions, Defence and Law Enforcement Machineries, the local community, individuals and other interested persons. | |
| Location | Disaster Management Training Centre (DMTC) Seminar Room 1st Floor located within the Planning Building. Ardhi University (ARU), Dar es Salaam, Tanzania | |
| Course fee | TSZ. 1,000,000/= (USD 600.00 or equivalent in the freely-convertible currency for non-Tanzanians) per participant. This will cover training materials and light refreshments during the course. In addition, participants will have to cover their living costs while in Dar es Salaam. | |
| 2 | Emergency Planning and Management | 8-12 August 2022 |
| Target group | All sectors whose day-to-day operations are directly or indirectly linked to Disaster Risk Management aspects. They involve the central Government Ministries, Departments, Commissions, Regional and District Authorities and Agencies, the Local Government Authorities (City, Municipal, Towns, Township and District Authorities), Private Sector, Civil Society Organization (CSOs) such as NGOs, CBOs, and FBOs, Academic Institutions, Defence and Law Enforcement Machineries, the local community, individuals and other interested persons. | |
| Location | Disaster Management Training Centre (DMTC) Seminar Room 1st Floor located within the Planning Building. Ardhi University (ARU), Dar es Salaam, Tanzania | |
| Course fee | TSZ. 1,000,000/= (USD 600.00 or equivalent in the freely- convertible currency for non-Tanzanians) per participant. This will cover training materials and light refreshments | |

| | during the course. In addition, participants will have to cover their living costs while in Dar es Salaam. | | |
|-----------------|---|--------------|-----|
| 3 | Application of Geographical Information Systems (GIS) for Disaster Risk Management | 7-11 2022 | Nov |
| Target group | All sectors whose day-to-day operations are directly or indirectly linked to Disaster Risk Management aspects. They involve the central Government Ministries, Departments, Commissions, Regional and District Authorities and Agencies, the Local Government Authorities (City, Municipal, Towns, Township and District Authorities), Private Sector, Civil Society Organization (CSOs) such as NGOs, CBOs, and FBOs, Academic Institutions, Defence and Law Enforcement Machineries, the local community, individuals and other interested persons. | | |
| Location | Disaster Management Training Centre (DMTC) Seminar Room 1st Floor located within the Planning Building. Ardhi University (ARU), Dar es Salaam, Tanzania | | |
| Course fee | TZS. 1,000,000/= (USD 600.00 or equivalent in the freely-convertible currency for non-Tanzanians) per participant. This will cover training materials and light refreshments during the course. In addition, participants will have to cover their living costs while in Dar es Salaam. | | |

AWARD: Upon successful completion of the course participants will be awarded certificates of attendance of Ardhi University

CONTACTS:

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