

**ACTIVITY COMPLETION REPORT<sup>1</sup>**

<b>ACTIVITY FACTS</b>		
<b>Name of Platform</b>	Health	
<b>South Partner Institution</b>	College of Health Sciences (CoHS), KNUST, Kumasi, Ghana	
<b>Activity number (from LFA)</b>	WP1, KNUST, PhD course	
<b>Activity name (from LFA)</b>	Research Methodology Course (RMC)	
<b>Main responsible resource person(s) for activity from Danish university and South partner institution<sup>2</sup></b>	Dr Pascal Magnussen, ISIM/IVS, Faculty of Health and Medical Sciences, UCPH  Dr Harry Tagbor Head, Dept. of Community Health, CoHS, KNUST, Kumasi, Ghana	
<b>Start and end of implementation (dd/mm/yy)</b>	Implementation include 2 activities: RMC1 28/01/13 – 08/02/13 RMC2 10/06/13 – 21/06/13	
<b>BUDGET DETAILS</b>		
<b>Original Budget (DKK)</b>		
<b>Actual expenses (DKK)<sup>3</sup></b>		
<b>ACTIVITY DESCRIPTION</b>		
<b>Brief description of planned activity<sup>4</sup></b>	<b>Purpose</b>	Introduction to research methodology for PhD level graduates
	<b>Content</b>	Please refer to content description and time tables for RMC1 & RMC2  Facilitators Denmark: Peter Furu, ISIM, Faculty of Health and Medical Sciences UCPH Dr Bernard Keraita, ISIM, Faculty of Health and Medical Sciences UCPH Dr Thilde Reinländer ISIM, Faculty of Health and Medical Sciences UCPH (facilitator on RMC 1)  Facilitators Ghana: Gifty Dufie Antwi MCDC PhD student, Dept. of Community Health, CoHS, KNUST, Kumasi Millicent Addai Boateng Course Secretariat, Project Assistant, CoHS, KNUST, Kumasi

<sup>1</sup> Must be filled and submitted to Platform Secretariat (and other designated staff as outlined in agreement to the assignment) no later than 2 weeks upon completion of activity.

<sup>2</sup> All responsible parties must sign Activity Completion Report before submission.

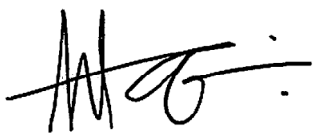
<sup>3</sup> If actual expenses (per budget line) deviate from original budget, this must be thoroughly explained and approval from Platform Secretariat attached to the Activity Completion Report.

<sup>4</sup> Use LFA (and/or Monitoring Matrix) as a point of departure, where relevant

		Andrew Kofi Darkwa Project Assistant, BSU Project, KNUST
	Contribution to research capacity building	The courses will be included in the PHD study programme at CoHS, KNUST The course aim is to prepare PhD students for proposal development, project management, research theory and ethics, qualitative and quantitative methods and statistics
	Indicators	<ul style="list-style-type: none"> <li>• 2 course conducted</li> <li>• Attendance certificates issued (requirement: 80% attendance)</li> <li>• Teaching capacity build at CoHS</li> <li>• Course administration capacity build at CoHS</li> </ul>
	Other relevant details/comments	<p>The courses included a variety of teaching methods.</p> <ul style="list-style-type: none"> <li>• Short presentations</li> <li>• Exercises</li> <li>• Group work</li> <li>• Discussions</li> <li>• Think-pair-share exercises</li> <li>• Role plays</li> <li>• Hands on library and reference workshop at the IT section of the library at CoHS</li> </ul> <p>A course specific Dropbox folder was created for sharing of all course materials.</p> <p>Participants were asked to fill in a form giving details of PhD programme status and including a brief CV. This was useful for the planning of the teaching.</p> <p>Each module ended with an informal evaluation. At the end of the course the full course was evaluated (see attached evaluation forms).</p>
<b>Number of participants</b>	Target	<p><b>RMC1:</b> 32 participants (25 from KNUST, 6 from UG, 1 from UCC)</p> <p><b>RMC2:</b> 24 participants (23 from KNUST, 1 from UCC)</p>
	Result	<p><b>RMC1:</b> 32 certificates of attendance issued</p> <p><b>RMC2:</b> 22 certificates of attendance issued</p>
<b>Describe/explain deviations from planned activity (timing,</b>	The course was originally planned as a 4 week activity. During preparations it was found that a 4 week course was difficult to	

number of participants, content of activity, etc.)	implement as it was almost impossible for participants to take out such a large time period due to work and research commitments. It also proved logistically difficult to accommodate participants for 4 weeks and also difficult to block teaching facilities for so long time. We had plans for involving local facilitators in planning and implementation of modules. This was only partially successful
<b>Main lessons learned</b> (list 3-5 issues)	<ul style="list-style-type: none"> <li>• The courses should preferably be residential to ensure consistent attendance</li> <li>• Stable access to internet important for interactive teaching/learning</li> <li>• Participants were very happy with the participatory teaching methods applied</li> <li>• The course content was appreciated by participants. The balance between modules seemed right</li> <li>• Including participants at various levels of the PhD programme made it possible to use the more “advanced” participants as facilitators and peers</li> <li>• Participant from RMC1 was trained to be facilitator in RMC2</li> </ul>
<b>Suggestions for follow up activities</b>	<ul style="list-style-type: none"> <li>• The next course to involve more local facilitators/teachers</li> <li>• Minor content revisions may be done</li> </ul>

**Activity Completion Report submitted by:**

NAME	CONTACT DETAILS <sup>5</sup>	SIGNATURE
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**Where relevant please enclose:**

- List of participants/attendance register (see Dropbox)
- List of materials, content, presentations, course programme (Means of Verification)<sup>6</sup> see Drop Box
- Evaluation forms (see Dropbox)
- Participant PhD programme status forms (see Dropbox)

<sup>5</sup> Minimum e-mail address and phone number for all signatories.

<sup>6</sup> (Scanned) copy of all written output (e.g. Power Point presentations, course materials, list of reading materials, course curriculum, etc.)