



International Telecommunication Union

Measuring digital development: ICT access and use by households and individuals

TRAINING COURSE OUTLINE

COURSE DESCRIPTION

Title	Measuring digital development: ICT access and use by households and individuals
Modality	Online self-paced
Dates	1 March 2023 – 21 December 2023
Duration	3-4 days if taken full-time. The training is self-paced and can be taken anytime during the dates indicated.
Description	The training aims to strengthen the capacity of countries to produce ICT indicators and statistics according to international standards and methodologies. It is intended to assist national statistical offices in collecting and compiling ICT statistics on the access and use to ICTs by households and individuals, by providing guidance on the collection, processing, evaluation and dissemination of ICT household statistics. It presents the definitions of the indicators following the ITU Manual for measuring ICT access and use by households and individuals, as well practical advice how to plan, design and conduct ICT household surveys.
Registration deadline	22 December 2023
Training fees	Free
Course code	23OS100147MUL-E

LEARNING OBJECTIVES

The objective of the training is to strengthen the capacity of countries to produce national statistics on ICT access and use by households and individuals.

LEARNING OUTCOMES

After taking this course, participants should be able to manage the conduct of an ICT household survey at the national level, which will allow to compile indicators on the access to and use of ICTs by households and individuals following the standards set by the *ITU Manual for measuring ICT access and use by households and individuals*.

Participants completing the course will have a state-of-the-art understanding of the key methodological considerations, challenges, and global standards applied for collecting globally comparable data. They will first learn about the need for coordination at the national level, followed by all the steps necessary to plan and conduct an ICT household survey. Next the core indicators emanating from the survey will be taught. Participants will then learn how to design a survey that will collect these indicators, and how a survey should be processed and disseminated. Finally, participants will learn how to evaluate the survey process.

These outcomes will be acquired by following the videos for each module, performing exercises to reinforce the understanding of the concepts, and answering quizzes at the end of the end of each module.

TARGET POPULATION

The training is intended for participants who are responsible for collecting and/or producing statistics on the access to and use of ICTs by households and individuals, which is usually the responsibility of national statistical offices. Sometimes surveys are done in collaboration with ICT ministries or the regulatory agency, which might therefore benefit from the training as well. ICT analysts and researchers, as well as the press and students will also find the training useful in understanding the uptake of ICTs around the world, and for monitoring and benchmarking digital development.

ENTRY REQUIREMENTS

Basic concept of ICTs and conducting surveys is required to follow the course.

TRAINING COURSE CONTENTS

The *ITU Manual for measuring ICT access and use by households and individuals* is a key reference document for the collection and analysis of internationally comparable indicators on the access to and use of ICTs, crucial for monitoring the progress of countries towards becoming information societies. It is used as basic reference material when preparing, designing and implementing ICT household surveys. The Manual takes into account comments received from members of the [ITU Expert Group on ICT Household Indicators \(EGH\)](#). The revised 2020 Manual was presented at [the 8th Meeting of the Expert Group on ICT Household Indicators \(EGH\)](#) in September 2020. The training systematically covers the concepts and indicators defined in the Manual, explaining definitions and the methodologies to apply for data collection. The schedule below outlines the contents of each of the 5 Modules.

TRAINING COURSE SCHEDULE

Session	Topic	Exercises and interactions
Introduction	Introduction	<ul style="list-style-type: none"> 1 video (2:54)
Session 1	Introduction to the online course	
Module 1	Introduction, coordination and survey planning	<ul style="list-style-type: none"> 3 videos (13:25, 6:10 and 13:00) Module 1 quiz <p>Participants need to:</p> <ul style="list-style-type: none"> Read chapters 1-3 of the Manual Watch 3 videos Respond to discussion questions Successfully complete the Module 1 quiz <p>This will result in the Module 1 badge.</p>
Session 2	Module 1.1: Introduction to household ICT statistics	
Session 3	Module 1.2: The national system of ICT statistics	
Session 4	Module 1.3: Survey planning and preparatory work	
Module 2	Core indicators	<ul style="list-style-type: none"> 4 videos (11:43, 20:38, 28:50, 8:40) Module 2 quiz <p>Participants need to:</p> <ul style="list-style-type: none"> Read chapter 4 of the Manual Watch 4 videos Respond to discussion questions Successfully complete the Module 2 quiz
Session 5	Module 2.1: Core list of ICT indicators	
Session 6	Module 2.2: Core indicators on ICT access by households	
Session 7	Module 2.3: Core indicators on ICT use by individuals	
Session 8	Module 2.4: Other topics on ICT access and use by households and individuals	

		This will result in the Module 2 badge.
Module 3	Data sources and survey design	<ul style="list-style-type: none"> • 3 videos (7:02, 19:33, 26:29) • Complementary materials for Module 3.2: ITU model questionnaire and Eurostat model questionnaire • Module 3 quiz <p>Participants need to:</p> <ul style="list-style-type: none"> • Read chapters 5-7 of the Manual • Watch 3 videos • Respond to discussion questions • Successfully complete the Module 3 quiz <p>This will result in the Module 3 badge.</p>
Session 9	Module 3.1: Data sources	
Session 10	Module 3.2: Questionnaire design	
Session 11	Module 3.3: Designing surveys on ICT access and use by households and individuals	
Module 4	Data processing, data quality and evaluation	<ul style="list-style-type: none"> • 2 videos (17:32 and 14:09) • Numerical exercise for Module 4.1 • Module 4 quiz <p>Participants need to:</p> <ul style="list-style-type: none"> • Read chapters 8-9 of the Manual • Watch 2 videos • Respond to discussion questions • Complete one numerical exercise • Successfully complete the Module 4 quiz <p>This will result in the Module 4 badge.</p>
Session 12	Module 4.1: Data processing	
Session 13	Module 4.2: Data quality and evaluation	
Module 5	Dissemination	<ul style="list-style-type: none"> • 1 video (10:04) • Module 5 quiz <p>Participants need to:</p> <ul style="list-style-type: none"> • Read chapter 10 of the Manual • Watch 1 video • Respond to discussion questions • Successfully complete the Module 5 quiz <p>This will result in the Module 5 badge.</p>
Session 15	Module 5: Dissemination	
Final	Conclusion	<ul style="list-style-type: none"> • Final quiz <p>Participants need to:</p> <ul style="list-style-type: none"> • Have passed all modules

		<ul style="list-style-type: none"> • Successfully complete the final quiz <p>This will result in the course certificate.</p>
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METHODOLOGY (Didactic approach)

This course is the online version of an established face-to-face training series offered by the ITU in the context of [technical trainings and workshops](#), and is based on the *ITU Manual for measuring ICT access and use by households and individuals*, which reflects the state-of-the-art international standard used by ITU, regulators and national statistical offices for monitoring and benchmarking purposes.

The course constitutes of presentations with examples, pre-recorded on videos and accompanied by course material (presentation slides and the Manual), enabling participants to follow sessions at their own pace. The course is structured into five modules (1-5).

A forum will remain open throughout the course allowing participants to raise questions concerning any of the sessions or modules. Users attending the course will be able to use the forum where questions will be regularly answered by the ITU.

EVALUATION AND GRADING

Each of the five course modules will be concluded by a quiz (multiple-choice questions or short computational exercises). Participants successfully completing all activities and passing a test (reaching the 70% pass mark) will receive a badge specific to the module. Participants collecting all five badges, thus completing the entire coursework, and successfully passing the final quiz will be entitled to receive a certificate of accomplishment.

TRAINING COURSE COORDINATION

Course coordinators:

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