

5-Day DEDAT Advanced Small Micro Enterprises (SMEs) Training Programme

for

100 small micro enterprise business owners

November 2018 – March 2019

Day 3

Timing	Activity	Focus area / Objective / Outcome	Presenter
08h00 – 08h45	Registration	Operations management	Brian Adams
09h00 – 09h15	Welcome		Brian Adams
09h15 – 10h30	Session 1 Presentation of pre-workshop design templates and purpose	Understanding and using operations concepts: Inputs (6 M's) Process and Outputs	All
10h30 – 10h45	Tea break and leg stretch		
10h45 – 11h30	Session 2 (Practical training and guidelines)	Resources and capabilities required for enterprise growth	All
11h30 – 12h15	Session 3 (Practical training and guidelines)	Classifying resources and understanding types of capabilities and developing new capabilities	All
12h15 – 13h00	Lunch		
13h00 – 13h45	Session 4 (Practical training and guidelines)	Classifying resources and understanding types of capabilities and developing new capabilities	All
13h45 – 14h30	Session 5 (Practical training and guidelines)	Classifying resources and understanding types of capabilities and developing new capabilities	All
14h30 – 14h45	Tea break and leg stretch		
14h45 – 15h30	Session 6 (Practical training and guidelines)	Design an operations framework (materials, labour, admin, financial) that is well organised and can be managed successfully	All
15h30 – 16h30	Reflection and presentation of outcomes of the day (Practical training and guidelines)	Design an operations framework	Brian Adams
16h30 – 16h45	Closure and way forward		Brian Adams