MDI

Management Development International

Presents

Spring 2010-Fall 2012
Professional Management Development Programs

Prepared
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Note: The Professional Management Development Program courses are non-credit bearing and cannot be applied towards any Illinois State University undergraduate or graduate degree programs.
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MDI Regular Professional Programs Summary

Summer Professional Certificate Programs:

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<td>2010</td>
<td>July 8-31</td>
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<td>2012</td>
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Program Titles:
- Management, Monitoring, and Evaluation of Projects
- Financial Management
- Human Resource Management

Fees: Training fee for any summer Professional Certificate Program is: $2,995

Fall Professional Certificate Programs:

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Program Titles:
- Design and Analysis of Projects
- Managerial Accounting and Budgeting
- Fundamentals of Human Resource Management
- Fundamentals of Development Finance
- Research Design and Data Collection

Fees: Training fee for any fall Professional Certificate Program is: $2,995
Spring Professional Certificate Programs:

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Program Titles:

- Design and Analysis of Projects
- Managerial Accounting and Budgeting
- Fundamentals of Human Resource Management
- Fundamentals of Development Finance
- Research Design and Data Collection

Fee: Training fee for any spring Professional Certificate Program is: $2,995
Fall Advanced Certificate Programs:

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Program Titles:

- Implementation Management of Projects
- Financial Analysis and Controls
- Strategic Human Resource Management
- Project Finance Management
- Statistical Procedures and Methods for Monitoring and Evaluating Projects

Fee: Training fee for any fall Advanced Professional Certificate Program is: $3,195

Spring Advanced Professional Certificate Programs:

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Program Titles:

- Implementation Management of Projects
- Financial Analysis and Controls
- Strategic Human Resource Management
- Project Finance Management
- Statistical Procedures and Methods for Monitoring and Evaluating Projects

Fee: Training fee for any spring Advanced Professional Certificate Program is: $3,195
Professional Diploma Program:

A customized professional diploma can be arranged in any of five different areas, including:

- Project Management for Sustainable Development
- Financial Management
- Human Resource Management
- Development Finance Management
- Research and Evaluation for Development Program

To earn a diploma program, a participant must fulfill each (and all) of the following requirements:

a. complete an advanced certificate program consistent with the area where he or she wishes to earn a diploma:

<table>
<thead>
<tr>
<th>Diploma title</th>
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<tbody>
<tr>
<td>Project Management for Sustainable Development</td>
<td>Implementation Management of Projects</td>
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<tr>
<td>Financial Management</td>
<td>Financial Analysis and Controls</td>
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<tr>
<td>Human Resource Management</td>
<td>Strategic Human Resource Management</td>
</tr>
<tr>
<td>Development Finance Management</td>
<td>Project Finance Management</td>
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<tr>
<td>Research and Evaluation for Program Development</td>
<td>Statistical Procedures and Methods for Monitoring and Evaluating Projects</td>
</tr>
</tbody>
</table>

b. complete a supervised 3-week independent study in the area in which he or she wishes to earn a diploma; and

c. complete and present a Diploma paper to an MDI faculty committee, sometimes at the end of week 3 of his or her stay at MDI.

Dates: Any time during the year: Specific dates will be determined upon consultation with the MDI coordinator.

Fee: Training fee for any Professional Diploma Program is: $4,195
Institutional Capability Statement

Illinois State University was founded in 1857 as the first public institution of higher education in Illinois. The University has a proud heritage: the documents establishing the pioneer educational undertaking were drafted by Abraham Lincoln. Today, Illinois State University (sometimes referred to as “Illinois State”) is a comprehensive, nationally ranked university with over 20,000 students enrolled in a wide range of degree programs at the bachelors, masters, and doctoral levels.

In 1968, a Faculty-Student Task Force on International Education called for the establishment of the Office of International Studies and Programs (OISP) to foster the development of foreign study programs, faculty exchanges, co-curricular cross-cultural programs, and a foreign student program. Over the years, significant progress has been made in building the international dimension of the University.

The Office of International Studies and Programs:

The Office of International Studies and Programs (OISP) is the focal point for international activities at Illinois State. To carry out its global goals and responsibilities, OISP works closely with academic units across campus to internationalize educational programs, research and training opportunities, and to promote collaborative agreements and faculty exchanges with foreign institutions. OISP serves hundreds of international students and visiting scholars annually from over a hundred different countries. Through its Study Abroad unit, OISP offers 75 programs in different countries and continents.

OISP’s contributions to the mission of the University are made through the auspices of the following units: International Student and Scholar Services, International Student Exchange, Study Abroad, National Student Exchange, International House, International Linkages/Area Studies, International Proposal Development, and Management Development International (MDI).

OISP/Illinois State has a long history of educational outreach to the community and to the world. OISP/Illinois State offers a breadth of experience in designing and implementing training programs. Some of those programs include, but are not limited to, computer and telecommunication technologies, project management, international business, financial management, community and economic development, human resource management, broadcasting, development banking management, education and democratization and governance. The Management Development International unit within the OISP specializes in short-term training for public, private and non-profit clients. Short-term training programs have been provided to hundreds of participants from both the U.S. and overseas.

Management Development International:

Management Development International (MDI) works in cooperation with all departments and schools within Illinois State. MDI Professional Development Programs are geared to provide participants the necessary knowledge and skills to succeed in a challenging and continuously changing (global) environment.
• **Objectives:**

MDI program objectives are: (a) to provide state-of-the-art training geared to the special considerations of working professionals from public, nonprofit, and private organizations; (b) to deliver knowledge on contemporary theory and the practice of management development, and (c) to utilize practitioner experience to establish the application of theory to public, nonprofit, and private sector practice.

• **Programs:**

MDI offers several short-term professional training programs at the Illinois State campus in the U.S. and overseas. All programs involve the coordination of diverse campus resources and the cooperation and support of external partners (e.g., government agencies, businesses) to provide innovative solutions to unique problems.

MDI regular programs include a customized Professional Management Diploma, Advanced Professional Certificate Programs, and Professional Certificate Programs. MDI also conducts independent study and custom-designed professional training programs on demand both at the Illinois State campus in the U.S. and on-site overseas. Through the Illinois State Center for Information Systems Technology (Info Tech), for instance, MDI could offer customized training, consultation and applied research in computing and information technology to small businesses, corporations and individuals. A list of areas where MDI can design and deliver training, on request, is provided in the MDI training catalog and website.

MDI participants come from government, nonprofit and private organizations. MDI programs serve participants with a diverse range of interests and backgrounds. Admission to MDI programs is competitive. Participants are expected to have a bachelor's degree or equivalent.

MDI has hosted hundreds of participants from Africa, Asia, Middle East, Caribbean, and Central Europe, including the following countries: Albania, Angola, Bahrain, Burkina Faso, Cambodia, Cameroon, Cape Verde, Chad, China, Republic of China (Taiwan), Republic of Congo (Congo-Brazzaville), Cote d’Ivoire, Democratic Republic of Congo (formerly Zaire), Fiji, The Gambia, Ghana, Guinea Bissau, Haiti, India, Indonesia, Jamaica, Kazakhstan, Kenya, Liberia, Macedonia, Madagascar, Malawi, Malaysia, Mali, Maldives, Mauritania, Mongolia, Montserrat, Nepal, Niger, Nigeria, Oman, Palau, Philippines, Poland, Saudi Arabia, Senegal, Sierra Leone, Sudan, Tanzania, Thailand, Uzbekistan, and Zambia.

• **Faculty:**

The quality of MDI programs is the product of an outstanding faculty and the resources of a world-class university. Faculty members who teach in MDI programs combine research-based knowledge with practical application and international experience. MDI draws on full-time faculty from various colleges/departments of the University and outside practitioners in relevant fields to provide a wide range of training programs and consulting services. MDI also offers social-cultural assistance and support for each participant who visits our campus.
The use of dynamic, interactive instructional methods; including seminars, hands-on practice sessions, computer applications, case studies, development of action plans, and field trips make our programs innovative, pragmatic, job relevant and intellectually stimulating. MDI faculty and staff are genuinely interested in the well-being of participants. Our personnel are fully committed to attend to the needs of the participants during and after class hours.

- **Socio-cultural Support:**

MDI/Illinois State provides a pleasant environment for study, research and cultural exchanges. Located in a metropolitan area, Illinois State is linked by interstate highways to Chicago, Illinois, Saint Louis, Missouri, Springfield, Illinois, Champaign, Illinois, Peoria, Illinois, Indianapolis, Indiana, and Madison, Wisconsin. Regular and very affordable bus and train services to these and other nearby cities make the cultural offerings of these cities available to interested participants, and the university community itself provides an exciting array of activities.

Participants in the MDI/Illinois State programs will find an abundance of cultural and sports events on campus. Prominent speakers come to Illinois State each semester. Also, through the OISP area studies and Global Review programs, there are weekly lectures, seminars and colloquia dealing with academic specialties throughout the University. In addition, a special effort is made to provide contact with American families through Illinois State’s International Friends Program, International Women, and several other community-based volunteer programs.

- **Training Facilities:**

Illinois State has modern training facilities; including Milner Library, which provides access to millions of catalogued books (and thousands of electronic journals, multimedia titles, print journals, government publications, microfilm, maps, and audio recordings), air-conditioned classrooms, departmental and general computer laboratories with thousands of instructional computers, state-of-the-art technology in the classrooms (including computers, videos, and internet resources), a Student Services Building that houses a modern and comprehensive health service, and a Student Recreation Center. State-of-the-art physical fitness and recreation facilities are also available for MDI participants’ use.
Summer Professional Certificate Programs

MDI participants in class

MDI participants during lunch time
Management, Monitoring, and Evaluation of Projects

The proper designing of projects greatly enhances successful performance, the conservation of scarce resources, and the sustainability of the undertaking over its lifetime. This program is designed for those people responsible for the preparation, implementation and evaluation of development projects.

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Training fees: $2,995

Courses include:

- Analysis of the Project Cycle
- Stakeholder Analysis
- Economic and Financial Appraisal of Projects
- Project Impact Analysis
- Risk Assessment and Management
- Development Finance
- Project Design and Analysis Workshop
- Marketing Management for Projects
- Procurement Management
- Capital Budgeting and Cost-Benefit/Effectiveness Analysis
- Sustainability Issues
- Leadership, Supervision, and Team building Issues in Project Management
- Project Monitoring, Evaluation and Control
- Survey Research Methods: data collection and data analysis
- Computer Applications in Project Management

Each participant is required to develop an action plan for presentation to the class towards the end of the program. The action plan indicates how the participant will utilize the knowledge and skills learned from the program for the betterment of their organizations.

Field visits to a variety of public and private organizations will be organized to allow participants to interact and discuss various aspects of project management with U.S. professionals.
Financial Management

Participants who attend this program will acquire skills in such functional areas as budgeting, allocation of scarce investment capital, financial analysis for managerial decision-making, accounting, auditing, and development of financial control systems.

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Training fees: $2,995

Courses include:

- Financial Management System
- Operational Budgeting
- Capital Budgeting
- Development Project Finance
- Financial Reporting
- Economic and Financial Analysis
- Cost/Benefit/ Effectiveness Analysis
- Financial Forecasting and Planning
- Cash Flow Analysis
- Accounting: Financial, Managerial, Fund, and Cost Accounting
- Financial Analysis for Public Organizations
- Auditing : Financial Auditing, Performance Auditing, and Internal Control
- Microcomputer and Internet Applications in Finance

Each participant is required to develop an action plan for presentation to the class towards the end of the program. The action plan indicates how the participant will utilize the knowledge and skills learned from the program for the betterment of their organizations.

Field visits to a variety of public and private organizations will be organized to allow participants to interact and discuss various aspects of financial management with U.S. professionals.
**Human Resource Management (HRM)**

This program offers a combination of basic knowledge and advanced skills in the management of human resources. Human Resource Management personnel from public, private, and non-profit organizations will benefit from this program.

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**Training fees:** $2,995

**Courses include:**

- Job Description, Job Analysis, and Evaluation
- Compensation and Benefits
- Recruitment and Placement
- Performance Evaluation and Employee Discipline
- Interviewing and Communication Skills
- Effective Leadership and Supervision
- Motivation and Conflict Resolution
- Workforce and Career Planning
- Building a Winning Team and Diversity Issues in HRM
- Training and Human Resource Development (HRD)
- Cost-Effectiveness Analysis in HRM
- Microcomputer Applications in HRM

Each participant is required to develop an action plan for presentation to the class towards the end of the program. The action plan indicates how the participant will utilize the knowledge and skills learned from the program for the betterment of their organizations.

Field visits to a variety of public and private organizations will be organized to allow participants to interact and discuss various aspects of human resource management with U.S. professionals.
Spring and Fall Professional Certificate Programs

Illinois State University – Fell Hall
Home of Management Development International

Aerial View of Illinois State University Campus
Design and Analysis of Projects

Managers from public, private, and non-profit organizations who are involved in the management of development projects will benefit from this program.

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Training fees: $2,995

Courses include:

- Detailed Analysis of the Project Cycle
- Conceptual Project Framework and Execution
- Stakeholder Analysis
- Economic and Financial Appraisal of Development Projects
- Institutional Framework Analysis
- Social Framework Analysis and Impact Assessment
- Environmental Impact Assessment
- Project Design and Preparation Workshop
- Computer Applications in Project Management Focusing on Project Design and Analysis

Each participant is required to develop an action plan for presentation to the class towards the end of the program. The action plan indicates how the participant will utilize the knowledge and skills learned from the program for the betterment of their organizations.

Field visits to a variety of public and private organizations will be organized to allow participants to interact and discuss various aspects of project management with U.S. professionals.
Managerial Accounting and Budgeting

The program is designed for managers in public, private and non-profit organizations who have financial management responsibilities. Non-financial managers will also benefit from the program by learning to understand and interpret financial records and participate in capital investment decisions.

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Training fees: $2,995

Courses include:

- Managerial Accounting
- Financial Accounting
- Cost Accounting
- Fund Accounting
- Operating Budgeting
- Performance Budgeting
- Capital Budgeting
- Microcomputer and Internet Applications in Financial Management

Each participant is required to develop an action plan for presentation to the class towards the end of the program. The action plan indicates how the participant will utilize the knowledge and skills learned from the program for the betterment of their organizations.

Field visits to a variety of public and private organizations will be organized to allow participants to interact and discuss various aspects of financial management with U.S. professionals.
Fundamentals of Human Resource Management

The program seeks to provide knowledge and skills in the management of human resources. The learning gains from this program will reinforce and improve the ability of officials in the day-to-day functioning of Human Resource Management (HRM) departments and units. HRM managers, administrators, planners and personnel officers will greatly benefit from this program.

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Training fees: $2,995

Courses include:

- Job Description and Job Analysis
- Job Evaluation
- Compensation and Benefits
- Recruitment and Placement
- Performance Evaluation and Employee Discipline
- Interviewing and Communication Skills
- Effective Leadership and Supervision
- Motivation and Conflict Resolution
- Microcomputer and Internet Applications in HRM

Each participant is required to develop an action plan for presentation to the class towards the end of the program. The action plan indicates how the participant will utilize the knowledge and skills learned from the program for the betterment of their organizations.

Field visits to a variety of public and private organizations will be organized to allow participants to interact and discuss various aspects of human resource management with U.S. professionals.
Fundamentals of Development Finance

The objective of this program is to provide important knowledge and skills in the management of development banks and development financing units in commercial banks. This program is designed for officials from development banks, development finance institutions (DFI), government and non-government organizations involved in development financing.

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Training fees: $2,995

Courses include:

- Principles and Practices of Development Banking
- Development Management
- Bank Strategic Planning and Management
- Organizational and Human Resource Management
- Treasury Administration and Risk Management
- Managerial Decision-Making and Problem Solving Techniques for Bankers
- Cost Effectiveness Analysis for Banks
- Computer Applications in Development Banking

Each participant is required to develop an action plan for presentation to the class towards the end of the program. The action plan indicates how the participant will utilize the knowledge and skills learned from the program for the betterment of their organizations.

Field visits to banks, development financing institutions and other public and private organizations will be organized to allow participants to interact and discuss various aspects of development financing with U.S. professionals.
Research Design and Data Collection

This training program is designed for managers, researchers, and planners in government agencies, universities, and non-government organizations. By the end of this program, participants will be able to identify the informational needs of their organization, make a research design and use systematic methods of data gathering.

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Training fees: $2,995

Courses include:

- Structure of Research Inquiry
- Information Needs and Resources
- Research Design
- Formulation of Questions and Hypotheses
- Survey Sampling
- Instrument Development
- Qualitative and Quantitative Data Collection Methods
- Microcomputer and Internet Applications in Research

Each participant is required to develop an action plan for presentation to the class towards the end of the program. The action plan indicates how the participant will utilize the knowledge and skills learned from the program for the betterment of their organizations.

Field visits to a variety of public and private organizations will be organized to allow participants to interact and discuss various aspects of research and evaluation with U.S. professionals.
Spring and Fall Advanced Professional Certificate Programs

July 2007 MDI participants
Implementation Management of Projects

Pre-requisite: Design and Analysis of Projects

The efficient utilization of project inputs such as financial and human resources are important issues in project implementation. It is imperative that those involved in project implementation be equipped with knowledge and skills in monitoring and evaluating the progress of a project’s implementation. The program is designed for officials in the public, private, and non-profit organizations who are involved in the monitoring and implementation of projects.

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Training fees: $3,195

Courses include:

- Project Implementation Strategies
- Marketing Management for Projects
- Procurement Management
- Risk Management
- Cost-Benefit/Effectiveness Analysis
- Sustainability Issues
- Leadership and Supervision
- Project Monitoring, Evaluation and Control
- Survey Research Methods: data collection and data analysis
- Computer Applications in Project Management Focusing on Project Implementation

Each participant is required to develop an action plan for presentation to the class towards the end of the program. The action plan indicates how the participant will utilize the knowledge and skills learned from the program for the betterment of their organizations.

Field visits to a variety of public and private organizations will be organized to allow participants to interact and discuss various aspects of project management with U.S. professionals.
Financial Analysis and Controls

Pre-requisite: Managerial Accounting and Budgeting

Participants who attend this program will acquire skills in such functional areas as budgeting, allocation of scarce investment capital, financial analysis for managerial decision-making, accounting, auditing, and development of financial control systems.

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Training fees: $3,195

Courses include:

- Revenue Forecasting and Planning
- Development of Financial Controls
- Cost Control Measures
- Cost Effectiveness Analysis
- Development Project Finance
- Financial and Performance Auditing
- Financial Reporting
- Cash Flow Analysis
- Microcomputer and Internet Applications in Public Finance

Each participant is required to develop an action plan for presentation to the class towards the end of the program. The action plan indicates how the participant will utilize the knowledge and skills learned from the program for the betterment of their organizations.

Field visits to a variety of public and private organizations will be organized to allow participants to interact and discuss various aspects of public finance with U.S. professionals.
Strategic Human Resource Management

Pre-requisite: Fundamentals of Human Resource Management

The effective forecasting of future composition of the workforce in terms of skills and expertise is as important as forecasting the future of the organization itself. This program offers relevant skills for more effective and efficient utilization of human resources. Human resource managers, administrators, planners and personnel officers from public, private and non-profit organizations will greatly benefit from this program.

Dates:

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<tr>
<th>Year</th>
<th>Spring Period</th>
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<tbody>
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<tr>
<td>2012</td>
<td>March 26-April 14</td>
<td>August 27–September 15</td>
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</tbody>
</table>

Training fees: $3,195

Courses include:

- Workforce Planning
- Labor Relations
- Career Planning
- Building a Winning Team
- Training and Human Resource Development (HRD)
- Cost-Effectiveness Analysis in HRM
- Gender Issues in HRM
- Microcomputer and Internet Applications in HRM

Each participant is required to develop an action plan for presentation to the class towards the end of the program. The action plan indicates how the participant will utilize the knowledge and skills learned from the program for the betterment of their organizations.

Field visits to a variety of public and private organizations will be organized to allow participants to interact and discuss various aspects of human resource management with U.S. professionals.
Project Finance Management

Pre-requisite: Fundamentals of Development Finance

This program is designed for officials from development banks, development finance institutions (DFI), and government and non-government organizations involved in development financing.

Dates:

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Training fees: $3,195

Courses include:

- Planning and Designing Development Projects
- Financial and Economic Appraisal of Investment Projects
- Designing and Financing Technology Transfers
- Credit Analysis and Risk Asset Evaluation
- Financing Small and Micro Enterprises
- Project Monitoring, Supervision and Control
- Computer Applications for Project Finance

Each participant is required to develop an action plan for presentation to the class towards the end of the program. The action plan indicates how the participant will utilize the knowledge and skills learned from the program for the betterment of their organizations.

Field visits to development financing institutions and other public and private organizations will be organized to allow participants to interact and discuss various aspects of project finance management with U.S. professionals.
Statistical Procedures and Methods for Monitoring and Evaluating Projects

Pre-requisite: Research Design and Data Collection

This training program is designed for managers, researchers, and planners in government agencies, universities, and non-government organizations. By the end of this program, participants will be able to develop skills in statistical analysis, manage statistical data, and determine strategies needed for designing, implementing and evaluating programs.

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</table>

Training fees: $3,195

Courses include:

- Program/Project Monitoring and Evaluation Design
- Data Quality Control
- Data Management
- Statistical Analysis
- Report Writing and Dissemination Techniques
- Microcomputer and Internet Applications in Evaluation Research

Each participant is required to develop an action plan for presentation to the class towards the end of the program. The action plan indicates how the participant will utilize the knowledge and skills learned from the program for the betterment of their organizations.

Field visits to a variety of public and private organizations will be organized to allow participants to interact and discuss various aspects of research and evaluation with U.S. professionals.
Independent Studies

Some participants prefer an Independent Study format. In an independent study, the participants are asked to conduct research on selected subjects with faculty guidance. There are no regularly scheduled classes. Instead, the faculty adviser, assisted by other faculty members, may conduct short lectures to support the guided study activities. The details of the research activities will be agreed upon between the faculty adviser and the participant.

Participants can choose any of the Spring and Fall regularly schedule programs as area of specialization. Examples of specialization include Management, Monitoring, and Evaluation of Projects; Financial Management; and Human Resource Management – just to name a few. Participants can also choose any of the topics listed under the Custom-Design Professional Training Programs.

The participants will be given training materials as handouts to support their guided studies. The faculty adviser and other faculty members involved in the program will ask the participants to render report on their studies for comments, synthesis, and reinforcements of learning gains.

The participants will be provided with a library card and will be guided on how to conduct library research. They will also be shown how to access library materials using the internet.

Toward the end of their program, participants will be required to submit an action plan. The action plan will indicate how the new knowledge and skills can be applied in their respective organizations.

The admission requirement for participants in an independent study is the same as the admission requirement for those who apply for the regularly scheduled programs.
Custom-Designed Professional Training Programs

To meet the specific training needs of certain clients, MDI may, in consultation with clients, design special training programs in the areas (but not limited to) listed below.

A specially designed program requires a minimum of six participants. The training fee for such a program is negotiable, after taking into account various factors such as place of delivery, number of participants, duration, etc.

- Performance and Financial Auditing
- Public Health Management
- Modern Broadcast Technologies and Management
- Telecommunications and Computer Networking
- Management of Non-Profit Organizations
- Training Design and Management
- Educational Management and Training of Trainers (TOT)
- Community-Based Project Management
- Decentralization, Democratization and Governance
- Micro Enterprise Development and Management of Small Business
- Marketing Management of Public Organizations
- Applied Statistical Analysis for Business Management
- Management of Information Systems
- Environmental Quality Standard Certification
- Parks and Wildlife Management
- Procurement Management for Development Projects
- Ethics and Governance
- Auxiliary Enterprises in Higher Education
- Computer Information Technology
- Community Health Education
- Environmental Resource Management
Program Particulars

Admission to MDI programs is competitive. Participants are expected to have a bachelor's degree or equivalent.

Applicants must be fluent in written and spoken English. For those whose official language is not English, evidence of fluency is required in the form of satisfactory scores on language tests (e.g., a score of 550 or above in the TOEFL "Test of English as a Foreign Language").

Registration: Formal registration will take place at the start of each program.

Attendance, Class Work and Graduation: A professional diploma or certificate is awarded to all participants who successfully complete a Professional Management Development Program subject to the following conditions:

1. Participants must punctually and regularly attend classes, seminars, workshops, and professional visits.

2. All assignments and projects must be completed to the satisfaction of the instructors.

Transportation/Arrival: Illinois State University is located in Bloomington- Normal, Illinois. The university can best be reached by two very convenient transportation options:

Option 1: The Central Illinois Regional Airport in Bloomington/Normal, Illinois, is currently served by Air Tran, American Airlines, Delta Airlines, and Northwest Airlines. These airlines can provide a convenient commute from any U.S. port of entry. For specific airline information, please refer to www.cira.com under “Airlines.”

Option 2: The O’Hare International Airport Connection, via the Peoria Charter Bus, provides comfortable and convenient transportation between O’Hare International Airport in Chicago and Illinois State University. For bus schedule and updated information, please refer to their website at www.peoricharter.com.

With advanced notice and complete arrival information, participants will be met by a member of the MDI/Illinois State staff upon their arrival in Bloomington/Normal, Illinois.

Accommodations: Participants may be housed at a local hotel. Accommodations will provide participants with access to computers, restaurants, shopping and entertainment. If housed at a local hotel participants will be provided free daily transportation to and from campus.

Participant’s Personal Expenses (Room, Board and Other): There may be substantial variation in the personal expenses of different individuals and in the allowances available from different sponsors. In any case, participants are required to have adequate funding to cover their basic expenses (housing, meals and other personal expenses) while in training at MDI/Illinois State.

Training Fees: Training fees must be paid for the exact amount in U.S. dollars by the start of the program. Payment instructions will be provided in your final admission packet.

Note: The training fees for the programs described in this catalog cover all instructional costs, required materials, texts as well as the cost of transportation to and from site visits within Illinois and immediate neighboring states.
MDI participants visiting State Farm's Corporate Headquarters
Ranked 31st on the 2009 U.S.A. Fortune 500 List of Companies
July 1-24, 2009

Management et Gestion des Ressources Humaines
July 1-24 Evaluation of Projects, Monitoring and Financial Management

Human Resources Management
Monitoring and Evaluation of Projects, Financial Management

Illinois State University
Office of International Studies and Programs
Management Development International-MDI
Application Form

The electronic version can be downloaded from the MDI website at: http://internationalstudies.IllinoisState.edu/mdi

Professional Management Development Programs: Spring 2010-Fall 2012

<table>
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<tr>
<th>Application Form</th>
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<td>1. First Name:</td>
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<td>2. Last Name:</td>
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<td>3. Date of Birth (month/day/year):</td>
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<td>Year:</td>
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<td>4. Place of Birth (City and Country):</td>
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<td>5. Country of Citizenship:</td>
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<td>6. Gender (check box): [Male] [Female]</td>
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<td>7. Country of Legal Residence:</td>
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<td>8. Highest Educational Qualification: Degree:</td>
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<td>9. Date Degree Awarded and Institution:</td>
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<tr>
<td>10. Name of Organization Where You Currently Work:</td>
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<tr>
<td>11. Your Job Title and Duties:</td>
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<tr>
<td>12. Your Mailing Address:</td>
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<td>13. Fax (with country and city codes):</td>
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<td>14. Telephone (with country and city codes):</td>
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<tr>
<td>15. E-mail Address:</td>
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<tr>
<td>16. Using check mark, please indicate the date and title of program you wish to attend:</td>
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**Summer Professional Certificate Programs**

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<thead>
<tr>
<th>Year</th>
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<tr>
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<td>July 7-30</td>
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<td>2012</td>
<td>July 6-28</td>
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and select a Program

- Management, Monitoring, and Evaluation of Projects
- Financial Management
- Human Resource Management

**Spring and Fall Certificate Programs**

<table>
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<tr>
<th>Period, Year</th>
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<th>Fall</th>
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<tr>
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<td>March 1-20, 2010</td>
<td>August 9-28, 2010</td>
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<td>March 7 – 26, 2011</td>
<td>August 8 – 27, 2011</td>
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<td>March 5 – 24, 2012</td>
<td>August 6 – 25, 2012</td>
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- Design and Analysis of Projects
- Managerial Accounting and Budgeting
- Fundamentals of Human Resource Management
- Fundamentals of Development Finance
- Research Design and Data Collection

**Spring and Fall Advanced Certificate Programs**

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<thead>
<tr>
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<td></td>
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</table>

- Implementation Management of Projects
- Financial Analysis and Controls
- Strategic Human Resource Management
- Project Finance Management
- Statistical Procedures and Methods for Monitoring and Evaluating Projects

17. **English Language Competence** (check box): Is English the first or official language of your country? [Yes] [No]

If no, give details of your English language competence and test taken: Test taken: [TOEFL] [Other] Score: 

18. **Sponsorship:** Please indicate the name and address of the agency that has agreed to pay all costs for your participation in this program:

**Entry Visa to the United States**

MDI participants generally enter the U.S. with either a, B1, G, or J visas. Once admitted to an MDI program, you will receive from MDI/ISU an official letter confirming your admission and additional information about visa options.

Please mail, fax or e-mail* completed application to: MDI Anglophone Programs – Attn. Dr. Alberto PENA

Illinois State University
Campus Box 6120
Normal, IL 61790-6120 (U.S.A)

Fax (309) 438-3987; Tel (309) 438-7718; Email: adpena@IllinoisState.edu;

Web: http://internationalstudies.IllinoisState.edu/mdi/
List of Instructors
(Alphabetical Order)

Al-Bataineh Adel, Ed.D., Curriculum and Instruction; Illinois State University: Social, Economic, and Political Forces in Education

Anderson Paul, Ph.D., Geography-Geology; Illinois State University: Image Interpretation with Photogrammetry.

Aslani Behrouz, Ph.D., School of Business and International Studies, California Polytechnic University, Pomona-CA: Human Resource Management, Strategic Management.

Baker David, Ph.D., Retired Director, Water Quality Lab, Heidelberg College: Assessment of Agriculture on Water Resources, Evaluation of Effectiveness of Agricultural Pollution Abatement Programs in Improving Water Quality

Baldwin John, Ph.D., Communications; Illinois State University: Communication Theories, Nonverbal Communication, Intercultural & Interracial Communication.


Creevey Lucy, Ph.D., Political Science; University of Connecticut: Women’s Studies, Small Business Finance and Entrepreneurship.

Crow Galen, Ph.D., Extended University; Illinois State University: Professional Training in Computer Technologies (ProTech), Human Resource Managers.


Cutbirth Craig, Ph.D., Communication; Illinois State University: Public Persuasive Discourse, and Political Communication.

Dahmani Amine, Ph.D., Environmental Research; University of Connecticut: Environmental Engineering, Site Assessment, Prevention/Remediation of Ground Water/Soil Contamination.

Hemmasi Masoud, Ph.D., College of Business Research Director, Illinois State University: Organizational Strategy, Business Organization and Management, Research Methodology, Strategic Planning and Analysis

Harmon Sandra, D.A., Women’s Studies, Illinois State University: Women, Gender and Society.


Ingalsbe, RN. Karrie, Ph.D., Mennonite College of Nursing; Illinois State University: Obstetric and Pediatric Nursing, Management and Leadership, Cultural Aspects of Nursing Care.

Kang Jong G., Ph.D., Communications; Illinois State University: Broadcast Technology and Policy Implications, Broadcast and Cable Management.
Konsky Catherine, Ph.D., Communications; Illinois State University: Verbal/Non-Verbal Strategies, Leadership, Training and Development.

LeBel Philip, Ph.D., College of Business and Economics; Montclair State University, New Jersey: Project Appraisal, Economic and Financial Analysis of Projects.

Lesser Debra, M.S., Director of Radio WZND, Communications; Illinois State University: Radio Production

Lin Zeng, Ph.D., Educational Administration and Foundations; Illinois State University: Administering Educational Technology, Research Methodology & Statistics in Education.

Longfellow Tim, D.B.A., Department Chairperson, Marketing; Illinois State University: Marketing Research, Promotion Management.


Lubatkin Michael H., Ph.D., School of Business; University of Connecticut: Strategy and Management, Mergers and Acquisitions, Competitor Analysis, Executive Selection.

Lust John A., Ph.D., Chair, Department of Management & Quantitative Methods, College of Business, Illinois State University: Human Resource Management, Compensation, and Recruitment & Selection.


Mohammadi Hassan, Ph.D., Director of Graduate Programs, Department of Economics, Illinois State University: Open-economy macroeconomics, monetary economics, and econometrics.

Nassar Jamal, Ph.D., Dean, College of Social and Behavioral Sciences, California State University, San Bernardino, CA: Global Issues, Governance and Democratization/Politics of Africa, Asia, and Latin America.

Ndiaye Momar, Ph.D., Director, Office of International Studies and Programs; Illinois State University: Development Program/Project Management, Quantitative Methods Evaluation Research

Ndoye Abdou, Ph.D., Director of Assessment, Office of the Dean, Watson School of Education, University of North Carolina Wilmington: Learning and capacity Building, Participatory Research Methods, Adult Learning.

Nnamani, Chika, M.A.; M.S.: Politics and Government /International Studies and Programs; Illinois State University, Developing Auxiliary Enterprises, Democratization and Governance, Environmental Sustainability, Management and Leadership Development and NGO Matters


Ostrosky Anthony L., Ph.D., Economics; Illinois State University: Economic Principles, Demographic Economics

Peña Alberto D., Ph.D., Associate Director in Charge of Training; Office of International Studies and Programs, Illinois State University: Development Banking, Project Finance and Management, Cost-Effectiveness Analysis, Education Management.

Pope Ron, Ph.D., Politics and Government; Illinois State University: Citizens and Governance, International Relations.

Ridenour Nancy, Ph.D., Dean, Mennonite College of Nursing; Illinois State University: Family Nurse Practitioners, Public Policy, Primary Health Care, International Health, Communicable Diseases, Complementary Therapies.


Schensul Stephen L., Ph.D., Director, Center for International Community Health Studies, Medical School; University of Connecticut Health Center: Community Medicine and Health Care.


Singley Rodger, Ph.D., Marketing; Illinois State University: Retail Management, International Marketing/Management.

Skaggs Neil, Ph.D., Economics; Illinois State University: Money and Banking.

Thiam Abdourahmane, Ph.D., Coordinator; Management Development International, Office of International Studies and Programs, Illinois State University: Monitoring and Evaluation, Impact Analysis, Quantitative & Qualitative Methods, Cost Benefit/Effectiveness Analysis, Efficiency Analysis.

Varner Iris, Ph.D., Management and Quantitative Methods; Illinois State University: International Business Programs, Business in a Multicultural Environment, Managerial Communication.

Vengroff Richard, Ph.D., Political Science, Dean of the College of Humanities & Social Sciences, Kennesaw State University: Project Design, Management and Evaluation, Development Administration, Democratization and Governance.


Contact MDI

Management Development International
Illinois State University
Campus Box 6120
Normal, IL 61790-6120
U.S.A.
Tel: 001-309-438-7718/5112
Fax: 001-309-438-3987
E-mail: mdi@IllinoisState.edu
Internet: http://internationalstudies.IllinoisState.edu/mdi

MDI Participants visiting Chicago