

### TOR Questions- Development Impact Course Development

TOR Questions	Responses
1. What do you envision the learners to <i>know, do and behave</i> as a result of taking this course?	As stated in the ToR, we want learners to have a general understanding of the Development Impact practices, using IMP and FSD Africa Development impact we expect the consultant to use practical examples from FSD Africa project.
2. Please provide a brief profile of your target learners: <i>total number of staff, number of groups (if applicable), age groups, gender balance, general professional and educational experience, digital learning skills and experience?</i>	This training will be done to not more than 70 FSD Africa staff. As part of the needs assessment, we expect the consultant to profile the audience and develop the course accordingly.
3. In what format do you need the course files for the FSD academy portal - <i>PowerPoint slide videos, animation videos, SCORM files or lecture recordings in video files? Are audio files required? Are transcripts required to be uploaded on the platform?</i>	Depending on the developed course content, the contracted firm/individual is expected to advise on the best format to make the course more interactive as it is being uploaded into the platform.
4. Please clarify the onboarding expectation as outlined in Section 4, part viii of the TOR: <i>is it only uploading files or to also include design of the learning journey on the platform?</i>	As indicated in the ToR , we expect the contracted firm/individual to design the course and on-board it in to the platform.
5. Do you have your own <i>voiceover talent</i> or should one be sourced for this project? Will you need subtitles, and if so, in what languages?	No we don't! we expect the contracted firm/consultant to provide this.
6. How many <i>subject matter experts</i> will be assigned to support the consultant in putting the content together? Will they also be the editors of the content developed?	FSD Africa Development Impact team will support the review of the content to make sure it aligns with expectations. However, we expect the contracted firm/individual to have their own editor.
7. Would you be open to consider extending the timeline to include January 2023.	No, the service is urgently needed.
8. Which Learning Management System is your learning platform based on (e.g., Moodle, Totara, LearnDash etc.)?	Moodle
9. Do you expect the online course content to be delivered in SCORM packages (partially) or not?	Yes we expect it to be delivered in SCORM Packages
10. How large is the target group for the face-to-face training (i.e. number of persons attending the training)? In line with this, how many training sessions (i.e. number of times the training will be repeated) do you foresee?	This training will be done to not more than 70 FSD Africa staff. As part of the needs assessment, we expect the consultant to profile the audience and develop the course accordingly.

<p>11. You indicated that your courses on the FSD Africa Academy are instructor-led courses. Will this DI course have an instructor too? If so, has the instructor for the course already been identified? How is the consultant expected to work together with the instructor?</p>	<p>This will entirely be a self-learning course once it has been uploaded into the platform we do not expect it to have an instructor.</p>
<p>12. Do you have a max. budget that you could share?</p>	<p>We cannot share the budget at this point.</p>
<p>13. We are in the process of drafting a proposal and our Question is; Is there a standard format and/or template to be used for the submission?</p>	<p>No we don't have a specified format/standard for proposals.</p>