ZIF Long Term Election (LTO) Training Course – Remote Edition
Preliminary Schedule

	PRE PHASE	Friday, 12 February	Sat, 13 Feb	Sun, 14 Feb	Monday, 15 February	Tuesday, 16 February	Wednesday, 17 February	Thursday, 18 February	Friday, 19 February	POST PHASE
10:00 – 12:00 Virtual classroom (Zoom)	*Complete*: ODIHR E-Learning course *Pre-Reading*: Executive Summary EU EOM Nigeria Final Report *Introduction*: Partner interview *Technical Check* (Virtual Classroom/Zoom)	**Course Opening** - Introductions - Recap Quiz (Pt. 1) - Tasks for International Standards			**International Standards** - Key concepts - Exercise EOM Report **LTO observation tasks 1** - Overview - Tasking for self-/team study	**Conducting meetings** - basics for good meetings - role plays - Tasking reporting exercise	10.30 – 11.30 *Informal Coffee/tea with facilitators*	**Report writing 1** - debriefing of reports - Writing exercises - Tips & Tricks **STO deployment** - Tasking self-study & exercise	**STO deployment, E-Day** - debriefing exercise - LTO tasks E-Day - LTO tasks post E-Day	**New Voting technologies** *(date tbc)* **Recruitment, deployment with ZIF** **With German participants only!**
Self/Team-study phase		*Team study:* - International standards - Code of Conduct			*Self/Team study:* - LTO main tasks, responsibilities (1hr*)	*Team study:* - Report writing exercise 1 (1,5 hrs*)	*Team study:* - Finish LTO schedule exercise	*Self/Team Study:* - STO deployment exercise (1,5 hrs*)		
15:00 - 17:00 Virtual classroom (Zoom)					**LTO observation tasks 2** - Discussion of self/team study - LTO security - Tasking: LTO schedule exercise Quiz pt.2	**Code of Conduct** - discussion real mission examples - interacting with the media Quiz pt.3	**LTO schedule** - Debriefing planning exercise - Tips & Tricks **National support staff** Quiz Pt. 4	**Report writing 2** - executive summaries - coordinator practice **Team relationships** Quiz Pt. 5	**Institutions & Wrap Up** - Institutional perspectives with EU & ODIHR representatives - Wrap up - Evaluation	

*estimated working time