

# Training of Trainers Course Report

## “Everything you ever wanted to know about sweetpotato”

Held 23<sup>rd</sup> September – 4<sup>th</sup> October 2013

Agricultural and Rural Management Training Institute (ARMTI),

Ilorin, Kwara State, Nigeria



October 2013

**Reaching Agents of Change Project**



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## Contents

1.0	Introduction .....	1
2.0	Organisation and planning .....	3
3.0	Pre-training workshop.....	3
4.0	Course participants.....	4
5.0	Course facilitators.....	4
6.0	Training objectives .....	5
7.0	Course implementation.....	6
8.0	Participants assessment, feedback and course evaluation.....	7
9.0	Lessons learned.....	11
10.0	Conclusion .....	16
11.0	Appendices.....	17
	Appendix 1: Session plans .....	17
	Appendix 2: List of Participants.....	48
	Appendix 3: List of Facilitators.....	51
	Appendix 4: Pre-training Program.....	52
	Appendix 5: Training Program .....	54
	Appendix 6: Participants introductions and expectations.....	56
	Appendix 7: Participants Action Plans.....	60
	Appendix 8: Pre-training evaluation wheel.....	74
	Appendix 9: Summary of pre-test and post-test training results .....	75
	Appendix 10: Course evaluation.....	76

## 1.0 Introduction

The “Reaching Agents of Change (RAC)” is a three-year project implemented by the International Potato Center (CIP) and Helen Keller International (HKI). The project is funded by Bill and Melinda Gates Foundation, and targets Mozambique, Nigeria, Tanzania, Ghana and Burkina Faso. The objectives of RAC are:

- to increase investment in orange-fleshed sweetpotato (OFSP) to combat vitamin A deficiency among young children and women of reproductive age; and
- to build the capacity of public sector extension and non-governmental organizations to effectively implement initiatives aimed at promoting dissemination and appropriate use of vitamin A-rich OFSP.

As part of its goal to train senior extension personnel on the latest developments in sweetpotato production and utilization in West Africa, CIP and the Agricultural and Rural Management Training Institute (ARMTI, Ilorin, Nigeria) organized a 10-day, gender-sensitive training of trainers (ToT) course in Nigeria. The Nigerian agricultural sector suffered a major set-back as a result of the oil boom of the 1970s. One of the major steps taken by the government to put agriculture back on track was the establishment of Agricultural Development Projects (ADPs) across the nation. The need to develop human resources to manage these ADPs and other agricultural institutes led to the establishment of ARMTI - a parastatal of the then Federal Ministry of Agriculture, Water Resources and Rural Development (FMAWRRD) in 1980. The objectives of ARMTI are to:

- provide management training;
- provide consultancy and advisory services;
- conduct applied management research, special and diagnostic studies;
- disseminate management information; and
- contribute to policy development which would enhance better management of the agricultural and rural sector in Nigeria.

RAC and ARMTI signed an agreement to deliver the 10-day TOT course. ARMTI agreed to champion the RAC agenda in Nigeria during and after the project. The agreement also commits ARMTI to co-host the TOT 10-day training course on the following understanding:

- a) **Year 1** of the project, RAC will lead the process of organizing and conducting the course. The national counterparts from ARMTI will participate during the process and support the efforts of the RAC project;
- b) **Year 2**, the national counterparts from ARMTI will take lead in organizing and conducting training. RAC will backstop the national counterpart efforts; and
- c) **Year 3**, the national counterparts from ARMTI will organize and conduct the course on their own. The RAC project will only offer partial financial support. It is planned that after Year 3 of the project, the course will be run on a full-cost-recovery basis.

It was also agreed that ARMTI will establish and maintain a demonstration plot for OFSP. Round 1 of the course titled *“Everything you ever wanted to know about sweetpotato”* took place 3<sup>rd</sup> to 14<sup>th</sup> December 2012 at ARMTI in Ilorin, Kwara State, Nigeria. Round 2 of the course was held 23<sup>rd</sup> September to 4<sup>th</sup> October 2013. The 10-day training of trainers’ course was preceded by a five-day pre-training session for facilitators, which also took place at ARMTI from 16<sup>th</sup> to 20<sup>th</sup> September 2013.

This report is a deliverable established under the contract signed between RAC and ARMTI and refers to the Year 2 course, where ARMTI provided the lead in organizing and conducting the training while CIP and HKI backstopped the process.

## 2.0 Organisation and planning

The organizing team developed the course announcement and uploaded it on the Sweetpotato knowledge portal (<http://sweetpotatoknowledge.org/projects-initiatives/reaching-agents-of-change-rac-1/course-announcements/NIGERIA-course%202013.pdf/view>) and the ARMTI website. The course announcement was also widely circulated electronically through CIP and ARMTI networks and on the Reliefweb site. Further, the course was advertised in 2 local daily newspapers (the “Punch” and the “Guardian” newspapers) in Nigeria on 22 July 2013. ARMTI established a Training Planning and Implementation Committee that met several times to plan for the pre-training and 10-day course.

## 3.0 Pre-training workshop

Seventeen facilitators attended the pre-training workshop held 16<sup>th</sup> to 20<sup>th</sup> September 2013 in ARMTI. These included 4 new ARMTI staff. The workshop provided a platform for developing session plans (**Appendix 1**), and course materials, as well as an opportunity for joint advanced planning and mentoring of national experts. The workshop also provided an opportunity to recap the adult learning methodology and to sharpen the facilitation and communication skills of facilitators. The workshop content included an overview of the RAC project; adult learning techniques; facilitation skills; gender and diversity issues; marketing and entrepreneurship; preparation of session plans and training materials; and advanced planning and preparation. The “peer assist” tool was used to improve the communication and presentation skills of national experts. The pre-training was evaluated and feedback from the facilitators is summarized under section 8.0.

## 4.0 Course participants

The training of trainers' course drew 28 participants (**Appendix 2**) from various institutions in West Africa (Nigeria, Ghana and Burkina Faso) and was organized to attain a gender balance (17 (60.7%) men and 11 (39.3%) women. Participants were drawn from different types of organizations - NGOs, government, private sector, and farmers association (**Table 1**).

Table 1: Breakdown of participants by type of organization

Type of organization (Nigeria)	Number of participants	Percentage in relation to total number of participants (%)
Public sector : 1. Federal	9	32.1
2. State	6	21.4
Famer associations	2	7.1
Private sector	7	25.0
Ghana – (2 Public sector and 1 International organization)	3	10.7
Burkina Faso – (Public sector – research)	1	3.6
	28	100

## 5.0 Course facilitators

Twenty one (21) facilitators with diverse expertise facilitated the second TOT course. The facilitators were drawn from CIP (7), HKI (2), ARMTI (10), National Root Crops Research Institute, Umudike (1), and the Federal Polytechnic – Offa in Kwara State (1) (**Appendix 3**). The national facilitators worked along-side their CIP and HKI counterparts in jointly developing session plans and training materials during the pre-training, and in delivering the 10-day TOT course.

Table 2: List of facilitators, their organizations and areas of expertise

Name	Organisation	Expertise
1. Anthony Uzoma Njoku	ARMTI	Director, Agric. Development
2. OlufemiOladunni	ARMTI	Director, Rural Development
3. Abiodun A. Olasore	ARMTI	Production
4. Kingsley Olusola Olurinde	ARMTI	Production
5. Charles Farayola	ARMTI	Dissemination and M & E
6. Stanley Chibueze Nwachukwu	ARMTI	Production and seed systems
7. Alakoso, A. A.	ARMTI	Varietal selection,
8. Abigail O. Iyilade	ARMTI	Gender and diversity
9. Onikoyi, M. P.	ARMTI	Varietal selection, gender and diversity,
10. Aremu, A. O.	ARMTI	Gender and diversity, nutrition
11. Tessy Madu	National Root Crops Research Institute (NRCRI)	Gender and diversity
12. Abraham O. Idowu	Federal Polytechnic, Offa	Harvesting, processing and post-harvest
13. Marion Adekeye	HKI	Nutrition
14. Mary Umoh	HKI	Promotion
15. Edward Carey	CIP	Breeding and seed systems
16. Sindi Kirimi	CIP	Marketing, entrepreneurship and harvesting and postharvest management
17. Godfrey Mulongo	CIP - RAC	Monitoring and evaluation (M & E)
18. Adiel Mbabu	CIP - RAC	RAC Project Manager
19. Jude Chukwubueze Njoku	CIP - RAC / NRCRI	Production, breeding and dissemination systems
20. Jonathan Mkumbira	CIP - RAC	Production, breeding and dissemination
21. Hilda Munyua	CIP - RAC	Communication and Training Specialist

## 6.0 Training objectives

The principal objective of the training was to build and improve the capacity of national implementing agencies in the West African region to drive uptake of orange-fleshed sweetpotato.

The specific training objectives were to provide participants with insights into:

- key aspects of sweetpotato production, utilization and marketing;
- selection, multiplication and preservation of clean sweetpotato planting materials, as well as pest and disease management;
- good nutrition and the importance of Vitamin A;
- gender roles in production, utilization and marketing;
- farmer clients' sweetpotato systems improvement; and
- equip participants with skills to organize and deliver their own sweetpotato training course.

## 7.0 Course implementation

### *Program*

**Appendix 4** presents a detailed program of the pre-training and **Appendix 5** presents a detailed program of the 10-day course.

### *Course content*

The 10-day course had 12 modules:

- Origin and importance of sweetpotato.
- Sweetpotato varietal selection and characteristics.
- Orange-fleshed sweetpotato and nutrition.
- Sweetpotato seed systems.
- Sweetpotato production and management.
- Sweetpotato pest and disease management.
- Harvesting and postharvest management.
- Marketing, entrepreneurship and value addition.
- Processing and utilization.
- Gender and diversity aspects.
- Monitoring of OFSP dissemination and uptake.
- Facilitation skills and adult learning techniques.

### *Training methodology*

The training was conducted in English and was based on adult learning methodology; combining lectures, case studies, discovery-based / experiential learning approaches, practical hands-on exercises, farm visits, group work and plenary discussions. Participants' expectations (**Appendix 6**) were captured during introductions before the training and these were factored into the training. Exercises were built into the theory and hand-on sessions, which served as indicators of the effectiveness of the training process and visual aids were used to display key points in each topic. Participants visited the sweetpotato demonstration

plots, a market selling sweetpotato, a supermarket, and the National Centre for Agricultural Mechanization (NCAM) to get insights of the sweetpotato value chain. ARMTI staff took the lead in organizing and delivering the second TOT course while CIP and HKI staff backstopped the process.

#### *Course materials*

At the beginning of the training, each participant was given a TOT manual on “Everything you ever wanted to know about sweetpotato.” The training manual helped to guide the training and served as the key reference document. Additional background reading material and handouts were given to participants. Participants completed a reflection sheet on each topic at the end of each day. At the end of the training, each participant received a branded CD containing all the training materials used for the course, including Power Point presentations, photos, videos, recipes and other reference documents.

#### *Participant action plans*

Participants committed themselves to apply the skills and knowledge they had acquired and developed “Action Plans” on the training they planned to step-down to the next level (see **Appendix 7**).

## **8.0 Participants assessment, feedback and course evaluation**

Feedback and evaluation were considered useful as they served as mechanisms for passing participants’ views across to organizers and training facilitators.

#### *Pre-training evaluation*

At the end of the pre-training workshop, facilitators were asked to evaluate the pre-training session through a questionnaire. The aspect that was found most useful was session plan development (37.5%). Other aspects rated as useful by the facilitators include the adult learning training sessions, group participation in doing things and carrying out activities,

learning by doing / hands-on, group dynamics – team spirit, highlighting of presentations and the peer assist process and review of presentations.

A summary of the evaluation wheel is presented in **Appendix 8**. The analysis shows that the rating for pre-training logistics, venue and meeting room, program, sessions on helping adults to learn, gender and diversity, marketing and entrepreneurship, OFSP and nutrition and session plans and planning for training were rated above 80%. Food and refreshments was rated 70%. These figures show that the pre-training was considered very successful.

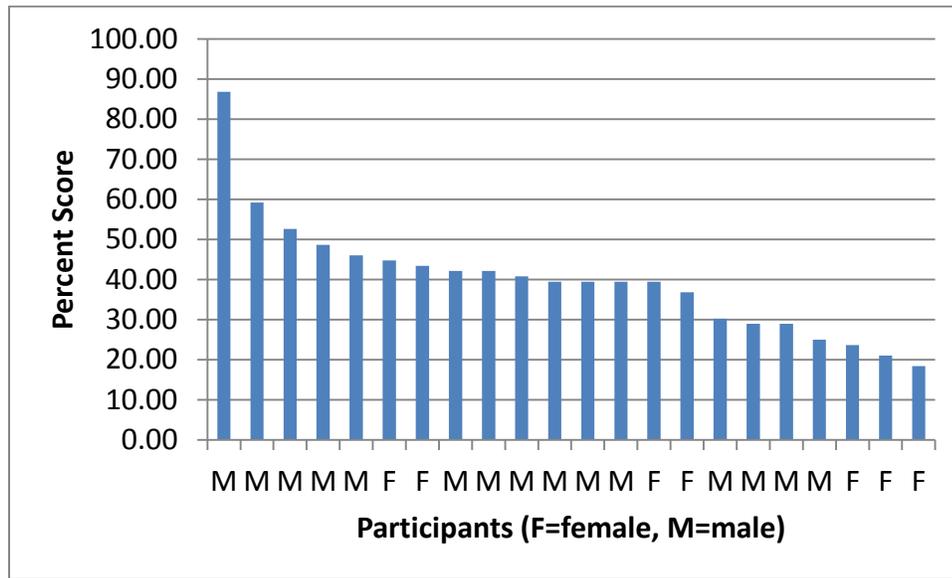
The facilitators suggested a few recommendations namely:

- make the manual a bit smaller, in volumes if possible;
- facilitators should be made to prepare their session plans prior to the pre-training period;
- the pre-training exercise could be improved by including hands-on sessions during the pre-training sessions;
- use well trained and knowledgeable individuals with hands-on experience and be consistent on the good things already done;
- the training should be conducted outside the ARMTI office; and
- the workshop should be conducted outside ARMTI offices to ensure all ARMTI staff attend all sessions of the pre-training.

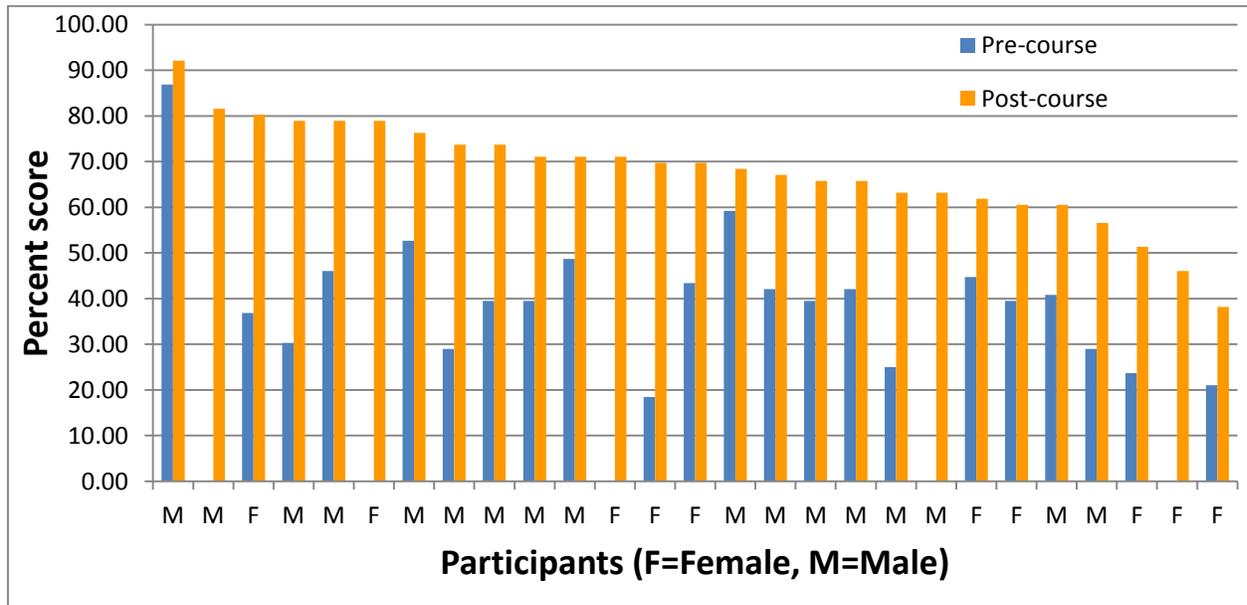
### ***Participant assessment***

Participants were given a basic written test to assess the current state of sweetpotato knowledge at the beginning of the course (benchmark). Participants were given the same test at the end of the training (post-test) to assess the knowledge gained. The pre-test and post-test results are presented in Figures 1 and 2 and Tables 3 and 4 and below. All the participants' results are presented in **Appendix 9**.

**Figure 1:** Participants' pre-course test results (percent scores) ranked from best to least



**Figure 2:** Participants' pre and post-course test results (percent scores) ranked from best to least



**Table 3:** Participants’ Mean, maximum and minimum percentage scores for the pre- and post-tests

<b>Category</b>	<b>Pre-course</b>	<b>Post-course</b>	<b>Positive improvement</b>
Number of participants	22	27	
Mean score (%)	40	68	28
Maximum score (%)	87	92	5
Minimum score (%)	18	38	20

**Table 4:** Participants’ test results by sex

<b>Category</b>	<b>Sex</b>	<b>Pre-course</b>	<b>Post-course</b>	<b>Positive improvement</b>
Number of participants	Female	7	10	
	Male	15	17	
Mean score (%)	Female	33	63	30
	Male	43	71	28
Maximum score (%)	Female	45	80	35
	Male	87	92	5
Minimum score (%)	Female	18	38	20
	Male	25	57	32

The pretest results presented in Figure 1 and Table 3 show that all participants except three (3) scored below 50 percent and the overall mean percent score was low (40%). The post-course test results (Figure 2) show that all but two participants had scored above 50 percent and that the overall mean percent score was higher (68%) compared to that of the pre-course test (Table 3). The results clearly show that the participants’ knowledge of sweetpotato had improved as a result of attending the 10 day TOT course on “Everything you ever wanted to know about sweetpotato.”

***Participant evaluation***

*Daily evaluation*

At the end of each day, participants were asked to evaluate the technical sessions and logistical arrangements in terms of what went well and what did not go well. This was

useful to the organizers in that it highlighted the concerns of participants on a regular basis, and these were promptly attended to.

#### *Course evaluation*

At the end of the course, participants were asked to give their honest opinions on the relevance and effectiveness of the training program through a questionnaire. A summary analysis of the evaluations is shown in **Appendix 10**.

Participants' responses indicate that they were generally satisfied with the course and felt that the knowledge and skills gained from this training will help them when they return to their various duty stations. They were highly confident that the training will translate into improved production, processing and utilization, and marketing of OFSP.

## **9.0 Lessons learned**

At the end of the second TOT on “Everything you ever wanted to know about sweetpotato”, facilitators met to outline the lessons learnt during this course. The following is a synopsis of the points that were discussed:

### **What went well?**

1. Ownership by the national facilitators has increased. For example, the demonstration plot this time was established and managed entirely by ARMTI. This was part of the RAC design that the first round of the courses CIP would lead, while the second would be led by the national host institution, with CIP backstopping. The third round will be conducted by the national host institution with RAC observing.
2. More national facilitators participated than last year. Thus the facilitation was mainly done by the nationals this year, as compared with last year. The national facilitators were also more confident this time, affirming the expectation that they will be able to continue conducting the course after the RAC project.

3. The national team of facilitators created a structure (oversight committee), to manage the learning process and rehearsed the facilitation process before the pre-training course. There was also ample in-house planning and preparations by the national facilitators than there were in the previous learning event.
4. The experience gained planning and delivering the first TOT assisted the national facilitators to plan and deliver the second course successfully. This clearly shows that there is the required capacity for national facilitators to continue conducting the course in Nigeria.
5. There were more CIP / HKI experts during the second TOT pre- training who work alongside the ARMTI specialists. Thus the mentoring and peer assist process was comprehensively done.
6. Last year most participants were from government (homogeneous) while this year there was a mixed/heterogeneous group with individuals from public and private sector along the sweetpotato value chain.
7. Provision of OFSP vines to participants at the end of the training to multiply in their respective states will help the participants to apply the knowledge gained.

### **What did not go well?**

1. First round selection criteria for TOT participants focused on those organizations which were most likely to get funding for the step-down courses. The ADPs were identified as most promising given the impending funding from the rainbow project. However, this funding was delayed and so there were limited step-down courses.
2. Some national facilitators were handling more than one module and this affected the pre-training process - some national facilitators were not available in other module planning groups since they were busy in another planning group. It was also noted that there was a lot of movement by some ARMTI facilitators during the TOT since ARMTI conducts a lot of trainings. ARMTI management explained that it would not be possible to increase the team. The chairman proposed that this should be left in the hands of ARMTI management to coordinate as they prepare for the third TOT.

3. Not much insect pests and diseases were observed in the demo field since the training was done at the time of the year when the sweetpotato were vigorously growing. This is also related to the fact that disease free healthy planting materials were used. It was suggested that the Mozambique example be followed where an old crop of OFSP will be maintained so that insect pests and diseases can build up before the TOT course. This will need to be isolated from the main demonstration plot. Alternatively, a sick plot planted with diseased and insect pest infested vines can be planted isolated from the main demonstration plot.
4. Nutrition deficiency was not visible in the demonstration pots. There is therefore need for advanced preparation to ensure that nutrient deficiency demonstrations are apparent.
5. One of the underlying assumptions in RAC is that step-down courses will occur to allow for up-scaling of OFSP. In Mozambique this is happening but not in Nigeria, is the assumption not appropriate for Nigeria? It was observed that sweetpotato is not among the top crops in Nigeria. This may mean instead of having a strong advocacy, there should be more awareness interventions in Nigeria.
6. Nigerians expect projects to bring investment funds, and not to expect Nigerians to raise funds for projects. Hence there is need to devise a special advocacy strategy for Nigeria.
7. Advocacy should start from the grassroots and not from the top to down as the case is now. Once there is demand on the grassroots, the government will feel compelled to invest.
8. In RAC design, demand creation is relatively silent; presumably because it can be an expensive investment. The design assumed that demand is there and what was lacking was public reforms and support. As it turns out, this is relevant for Mozambique where they have been working on OFSP for a long time addressing drought and flooding emergencies. When going to a country where sweetpotato is a minor crop (is not well known) like Nigeria, this strategy needs to be reconsidered.
9. Question was raised whether seeds come before production in farming cycles. Some people felt that seed systems should not be covered before production in the course

program. It was clarified that the program was changed so that seed system is covered a day before dissemination and M&E module to ensure continuity, as the two are linked.

10. It was pointed out that advocacy for OFSP was difficult in Nigeria given the relatively recent official release of OFSP varieties. OFSP varieties were only released this year in Nigeria. However, it was noted that although there were no OFSP varieties, it was important for RAC to operate in Nigeria because of the high incidence of Vitamin A Deficiency (VAD). It was further noted that Nigeria grows a lot of sweetpotato, especially among the same smallholder farmers who are vulnerable to VAD. It was understood that if only those already growing sweetpotato could only replace small acreage with OFSP, the challenge of VAD would be addressed significantly. It was further noted that the Rainbow project was an offshoot of RAC and that it is expected to address issues of demand creation in Nigeria once it takes off the ground.
11. There is need for RAC to backstop the revision of the existing nutrition policies for nutrition programs to include OFSP. The chairman noted that it is a vicious cycle. The population growing sweetpotato is marginalized hence powerless to influence policies. On the other hand, policies reflect people with interest and can influence policy. An important lesson is that smallholder farmers need to be organized to effectively influence policy in their favor.

## **AOB**

1. There was a big difference between this year and last year in the way the TOT was conducted. The second TOT was delivered in a better way than last year. It is hoped that the third TOT will be even better.
2. It was proposed that the third TOT should be conducted early in the year, preferably in March or April.
3. There was a call for facilitators to be given certificates of facilitation.

4. There is need for greater involvement of HKI in the TOTs than it has been in Nigeria so far.
5. There is need to follow up on what the trained participants are doing. The chairman mentioned that the M&E Specialist, the Country Agronomist will work with ARMTI to monitor what the participants are doing using the available tools. The Rainbow project is also supporting some M&E activities. However, with the reduction in funding, there will be need to prioritize activities.
6. The manual has more emphasis on East African experience and examples. There is need to incorporate West African examples so that it embraces the whole African experiences and examples. The chairman explained that the manual is still evolving and will eventually cover all African experiences by the time it is finally published. It was pointed out that there were a few Nigerian examples that were incorporated during the previous review of the manual.
7. National facilitators at ARMTI need more exposure to sweetpotato to have more practical experience on the crop. This may require institutionalization of sweetpotato within ARMTI. There may also be need to expose some of them to additional field activities to build their confidence when they facilitate practical learning sessions on their own. The National Agronomist said he plans to have one or two experiments within ARMTI and work with some of the national facilitators when he is conducting field work within Kwara State.
8. The RAC team acknowledged the commitment shown by the national facilitators during the delivery of the second TOT.
9. Using the media would be most effective in creating awareness. It is important that partnerships be built to meet this need without escalating costs.
10. In Nigeria, a cheap way to advocate is through school children. Schools should therefore be targeted. This can be done by providing promotional materials to agricultural teachers and clubs. The children will be a key component for advocacy to their families and communities.

## 10.0 Conclusion

The training was very successful and the training objectives were fully achieved. The capacity of national implementing agencies in Nigeria to drive uptake of orange-fleshed sweetpotato has been developed and was improved through mentoring and backstopping by CIP and HKI facilitators. Feedback from facilitators indicated that this year's pre-training and training were a big improvement from last year and that the success was due to the very good cooperation between CIP / HKI and ARMTI / national facilitators. They indicated that they had a much better understanding of what was expected of facilitators and there was excellent cooperation among national facilitators. The quality of facilitation was very good and they learnt a lot from the session plan sessions and peer assist process. The training was officially closed by Mr. Afolayan, S. O. – the Chief Executive of ARMTI and Dr. Adiel Mbabu – the RAC Project Manager. Mr. Afolayan congratulated the participants for successfully completing the 10-day training and thanked the facilitators and participants for their dedication. He added that ARMTI was prepared to invest in their facilities and make their trainings a success. He thanked participants for the daily evaluation feedback and which ARMTI valued and addressed daily to ensure the participants were comfortable. Dr. Mbabu congratulated the facilitators for a job well done and the participants for their dedication and hard work. He noted that he had observed the process and although participants had worked very hard over the 10-days, they were still very enthusiastic and no one showed signs of fatigue. He encouraged them to put to practice what they had learned and help to combat VAD in Nigeria. He reminded them of the importance of stepping down the course by training their colleagues, partners and stakeholders. He then awarded certificates to participants.

## 11.0 Appendices

### Appendix 1: Session plans

#### PLAN OF DAY 1

<b>Course:</b>	Everything you ever wanted to know about sweetpotato			<b>Period:</b>	23 Sept– 04 Oct,2013
<b>Day</b>	1	<b>Date</b>	26 Sept, 2013	<b>Topic</b>	Origin and importance of Sweet Potato
<b>Intended Learning Outcomes</b>			<p>At the end of this session, participants will be able to:</p> <ol style="list-style-type: none"> <li>1. Know where sweetpotato comes from</li> <li>2. Outlines importance and uses of sweetpotato</li> <li>3. Understand trends affecting sweetpotato production</li> <li>4. Understand rationale for sweetpotato production</li> <li>5. Identify constraints in sweetpotato value chain</li> <li>6. Identify strategies for sweetpotato advocacy</li> <li>7. Identify the myths and facts about sweetpotato</li> <li>8. Identify gender issues in sweetpotato origin and importance</li> </ol> <p>– prepare two sweet potato dishes</p>		
<b>Duration:</b>			95 mins		

## ACTIVITIES DURING DAY 1

Hours	Location	Activities	Duration	Instruction for Participants	Instruction for Facilitators	Responsibility	Materials Required
9.00-10:35	Conference Room	Introduction of the topic	10mins	Participants take note and ask questions	-Introduce topic	Olasore/Jude	-Projector -laptop
		Group discussion	40mins	Participants form groups based on agricultural zones, brainstorm, and present. Discuss group presentations	-Give each group an exercise  -Wrap up of presentations	Iyilade/Jude	Marker pens, masking tape/flip chart,
		Presentation 1	15mins	Participants take note and ask questions	Make presentation on origin, importance and trend of sweetpotato production and utilization.	Olasore/Jude	Projector, Laptop, Marker pens, Masking Tape, flip Chart, Flash cards
		Presentation 2	15mins	Participants take note and ask questions	Make presentation on challenges, myths, facts and advocacy about sweet potato	Iyilade/Jude	
		Discussion	15mins	Ask questions	Respond to questions	Olasore/Iyilade/Jude	

### PLAN OF DAY 1 (afternoon)

<b>Course:</b>	Everything you ever wanted to know about sweetpotato			<b>Period:</b>	23 <sup>rd</sup> Sept - 4 <sup>th</sup> October 2013
<b>Day</b>	1	<b>Date</b>	23 SEPT, 2013	<b>Topic</b>	Practical – Cooking - OFSP
<b>Intended Learning Outcomes</b>			At the end of this session participants will: <ol style="list-style-type: none"> <li>1. Be able to prepare at least three sweetpotato dishes (porridge, chin-chin, and sweetpotato leaves juice).</li> <li>2. Understand how OFSP can be substituted in common recipes</li> </ol>		
<b>Duration:</b>			3 hours		

## ACTIVITIES DURING DAY 1

Hours	Location	Activities	Duration	Instruction for participants	Instruction for facilitators	Responsibility	Materials required
2.00-2.10	Kitchen	Introducing the session	10 min	Introduction to the recipes:PROCEDURE:	Facilitator presents the topic-	Idowu O. A, Adekeye, Alakoso, Aremu.	Note books, pens, flip chart, marker pens, Stove, blender, sieve/ muslin cloth, pots, frying pan, wheat flour, sugar ,salt, baking powder, butter, smoked fish, crayfish, oranges, pineapple, lemon, Plastic bottles, red oil, pepper, onions, OFSP vines Food colorant. Measuring Scale, measuring cups Soap, mop, and brooms
2.10-3.50	Kitchen	Production of porridge	100 min	Porridge Participant will be divided into three groups a) Selection of good OFSP roots, wash and clean b) Cut the sweetpotato into pieces. c) Steaming of OFSP and mashing d) Prepare, Fish, pepper, seasoning to make sauce e) Mix all ingredients together and add palm oil f) Add salt to taste g) Boil the mixture of sweetpotato and fish until well cooked. h) Mash and serve warm. i) Cleaning of the working place	Preparation of Porridge, Chin-chin and OFSP Juice. Its objectives, activities and General program for the day		

	Kitchen	Production of Chin-chin	100 min	<p>PROCEDURE: Chin-chin</p> <ol style="list-style-type: none"> <li>1. Mix dry ingredients together in a bowl; wheat flour, sweetpotato mashed, and sugar</li> <li>2. Add and rub margarine into the flour mixture.</li> <li>3. Beat eggs separately; add beaten egg to the contents in bowl and mix.</li> <li>4. Add warm water a little at a time to the mixture and knead to smooth soft dough</li> <li>5. Roll the dough on floured surface into a thin circle of about 1 centimeter thickness.</li> <li>6. Cut the rolled dough into thin strings.</li> <li>7. Cut the long strings either into small round shapes or square pieces.</li> <li>8. Deep fry the cut pieces in pre-heated oil until brown and crunchy. Keep turning the pieces, while frying.</li> <li>9. Remove from oil and drain excess oil.</li> <li>10. Cleaning of the working place</li> </ol>	Facilitators present the recipe for the production	Idowu O. A, Adekeye, Alakoso, Aremu.	Mashed sweetpotato, wheat flour, sugar, margarine, eggs, mixing bowls, rolling pins, chin-chin cutter, vegetable oil, turning spoons, serviettes,
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2.10– 3.50	Kitchen		100 min	<p>PROCEDURE: Sweetpotato leaf Juice</p> <ol style="list-style-type: none"> <li>a) Add sugar to water, mix and boil solution in a clean stainless pan.</li> <li>b) Add the sweetpotato leaves to the boiling sugar solution and leave for 5 minutes to extract nutrients then remove the leaves from the syrup.</li> <li>c) Leave the leaf extract, and sugar syrup to cool, then add lemon and pineapple/fruit juice to cooled extract, mix and filter</li> <li>d) Add food colour to the filtered juice and heat until near boiling point (80-90<sup>0</sup>C)</li> <li>e) Remove the juice from fire and fill the hot juice in bottles.</li> <li>f) Cool to room temperature by lying bottles on their side on a table.</li> <li>g) Cleaning of the working place</li> </ol>		Idowu, Adekeye, Alakoso, Aremu	Food colorant, Sweetpotato leaves, sugar, Pots, plastic bowls, lemon, Pineapple flavor, muslin clothes, plastic bottles, and refrigerator to cool the juice. Weighing scales, measuring cups, stove, filling funnel, Soap, mop, and brooms
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## PLAN OF DAY 2

<b>Course:</b>	Everything you ever wanted to know about sweetpotato			<b>Period:</b>	24 <sup>TH</sup> Sept– 4 <sup>th</sup> Oct, 2013
<b>Day</b>	2	<b>Date</b>	24 <sup>TH</sup> SEPT 2013	<b>Topic</b>	GENDER AND DIVERSITY
<b>Intended Learning Outcomes</b>	At end of this session participants will: <ol style="list-style-type: none"> <li>1. Understand what gender and diversity is</li> <li>2. Understand key gender concepts and why they are important</li> <li>3. Understand the essence of wearing their gender lens in all aspects of sweet potato value chain</li> <li>4. - Mainstreaming gender</li> </ol>				
<b>Duration:</b>	3hours 30mins				

### ACTIVITIES DURING DAY 2

Hours	Location	Activities	Duration	Instruction for participants	Instruction for facilitators	Responsibility	Materials required
8.30-9.25	Conference Room	Introducing the session	5 min	Participants listen and take note	Facilitator presents the topic, Its objectives ,activities and General program for the day	lyilade/Tessy/Hilda	Projector, laptop, note books, pens, flip chart, marker pens, computer and projector
		Brainstorming: What is a gender and Sex? And Why gender and Diversity?	20min	Participants share their ideas On what is gender and sex in plenary	Facilitators moderate Brainstorm session by asking questions.	lyilade /Tessy/Hilda	Colored cards, pens, masking tapes ,blue tack, flip chart
		Presentation: Discussions: Gender concepts: what are gender concepts	10mins 20mins	Participants take notes, contribute to discussions and ask questions	Facilitators present and guide discussion on the topic using power point presentation/questioning based on the manual and answers questions from the participants	lyilade/ /Tessy/Hilda	Flipchart sheets, marker, pens, pencils and masking tape, computer projector

9.25-10.30		Buzz session:  Presentation: Why gender and diversity issues are important in sweetpotato enterprise.	5 min  15 min	Participants discuss the importance of gender in pairs and share their responses in plenary and takenotes Participants listen to the presentation and contribute,	Facilitator asks participants to discuss the importance of gender and diversity in pairs. Presents the topic, and answers questions	Aremu/Tessy/Hilda	Computer, power point, projector and flip charts.
	Conference Room	Case studies and discussions: Presentation: Gender Roles and Responsibilities in Sweet Potato Production.	30 min 15 min	Three groups present cases on gender roles and responsibilities in OFSP production from different AEZ; participants discuss the cases and listen to presentation on the topic based on the manual and answer any questions from the facilitator	Facilitator asks for three volunteers to present cases on gender roles and responsibilities in SP production in their regions, guides discussion and presents the topic / answers questions	Aremu/Tessy/Hilda	Computer, power point and flip charts.
10.30-11.00		Health break	30 min	Participants learn and demonstrate the sweetpotato song and take refreshments	Facilitator teaches participants the sweetpotato song and accompanying movements	lyilade/Aremu/Tessy /	Flip Charts, marker pens

11:00-12:20	Conference Room	<p><i>Presentation</i> on gender analysis framework/tools and activity 1: on Harvard analytical framework</p> <p><i>Activity 2:</i> Gender roles/responsibilities, access to and control over resources in the OFSP value chain</p> <p><i>Presentation</i> :Gender mainstreaming</p> <p>Discussion on gender mainstreaming</p>	<p>20min</p> <p>20 min</p> <p>25 mins</p> <p>10 min</p> <p>10 min</p>	<p>Participants listen to the lecture presentation and carry out activity 1</p> <p>3 groups will use three different gender analysis tool to respond to the group activity</p> <p>Plenary presentation by each group</p> <p>Participants listen to the lecture presentation and contribute to the topic</p> <p>Participants will contribute to the Discussions.</p>	<p>Facilitator leads the presentation and moderates the activity</p> <p>Facilitator will moderate group activity</p> <p>Wrap up the session</p>	<p>Aremu/Tessy /Hilda</p> <p>Aremu/Tessy /Hilda</p> <p>Iyilade/Tessy /Hilda</p>	<p>Power Point projector, Flip chart and markers,</p> <p>Flip chart, manila paper, cards and markers, masking tapes, blue tack</p>
13:00 – 14:00	<b>Lunch Break</b>						

## PLAN OF DAY 3

<b>Course:</b>		Everything you ever wanted to know about sweetpotato		<b>Period:</b>	23 Sept – 4 Oct 2013
<b>Day</b>	3	<b>Date</b>	25 Sept	<b>Topic</b>	Different varieties of sweetpotato and their characteristics
<b>Intended Learning Outcomes</b>			<p>At the end of this session participants will:</p> <ol style="list-style-type: none"> <li>1. Be able to use morphological descriptors to distinguish among sweetpotato varieties</li> <li>2. Know about the key characteristics of at least 3 sweetpotato varieties suitable for their area/region (for participants from Nigeria)</li> <li>3. Be able identify key characteristics that farmers are looking for in a sweetpotato variety</li> <li>4. Understand that varietal preference differs among people</li> <li>5. Understand why care during harvesting is important for sweetpotato (ancillary objective)</li> <li>6. Be able to conduct harvest data collection and gender-sensitive participatory evaluation, including taste test, as normally applied in on-farm trials</li> </ol>		
<b>Duration:</b>			7 hours		

**ACTIVITIES DURING DAY 3**

Hours	Location	Activities	Duration	Instruction for Participants	Instruction for facilitators	Responsibility	Materials required
9:00-9:30	Conference Room	Orientation	30 min	30 participants (will pair for field exercise)	a) Facilitator presents the objectives, activities, duration of the topic and the reference material. Briefly inquire of participants about how to identify varieties b) Divide the 30 participants into pairs - Explain the reason for working in pairs = more experience for each	Jude Njoku Olasore Peju Carey Mkumbira	Pencils, participants notebooks, handouts (1 set per participant; Appendices 3.1 through 3.5b, except 3.4): a) sweetpotato descriptors b) color chart c) data collection sheet for descriptors d) sample contract for on-farm trial e) Forms 4B and 4C. Data collection forms f) Forms 5A and 5B. Forms for farmer participatory agronomic and taste evaluations g) Form 5A1 and 5B1. Forms for group ranking of varieties
9:45 - 11:00	Field	Identify sweetpotato varieties using morphological characteristics	1hr 15 min	Teams choose the end plants from rows of each plot and take morphological characteristics useful for distinguishing among sweetpotato varieties in the field. Take foliage attributes, then harvest a plant and take root characteristics (1 hour) Tea break (15 min)	Demonstrate the collection of descriptors on one cultivar, including use of color chart. Then work with teams to ensure exercise is going well. Each pair works on all varieties.	Carey Olasore Peju Njoku Mkumbira	Hoes, knives, Appendices 3.1, 3.2, 3.3

11:00-12:00	Field	Take yield and other data including "farmer" evaluation of variety performance and ranking	1 hr	Harvest 20 plants per plot (10 bordered plants from 2 adjacent rows). Take pre-harvest and yield data. Then participate in rating of varieties and in ranking exercise.	Guide the participants on all aspects of the exercise. Includes pre-harvest data, harvest, voting exercise and ranking exercise. Use roots harvested during the morphological characterization to cook for	Njoku Olasore Peju Carey Mkumbira	Hoes, knives, balance, foliage weighing sack, Appendix 3.5a forms 4B and 4C; paper bags (7 per variety), colored voting cards, form 5A; flip chart, markers for ranking exercise, form 5A1.
12:00-13:00	Field	Conduct a taste evaluation	1 hr	Participate in rating of taste of varieties and in ranking them	Have cooked roots ready on time – put on plates coded so as not to allow "unbiased" tasting. Conduct voting exercise on taste attributes followed by ranking of varieties based on taste.	Njoku Olasore Peju Carey Mkumbira	Cooking equipment for field, including aluminum foil for cooking, table and paper plates for presenting samples for tasting, paper bags (5 per variety), colored voting cards, Appendix 3.5b form 5B; flip chart, markers for ranking exercise, form 5B1.
13:00-14:00	Dining hall	Lunch	1 hour				
14:00-14:45	Conference Room	Group discussion (back in Class) on key factors used to identify	30 min	Group discussion on key factors for identifying sweetpotato varieties	Play a game – guess the variety – in which a volunteer provides attributes one by one to the group and at each attribute participants try to guess the variety. Correct	Olasore Peju Carey Mkumbira Njoku	Flip Chart, markers
14:45-16:00		Participants discuss varietal attributes and create promotion posters/training materials	1 hr 15 min	Discuss important varietal attributes that farmers consider when selecting a variety. Create promotion posters/training materials for one or more varieties grown or suited to their location (45 min) Presentation of poster/training materials (5 min per group)	Form 6 groups for discussion of important attributes and for subsequent poster development. Lead the constructive discussion of critiquing posters.	Olasore Peju Carey Mkumbira Njoku	Flip Charts, markers, colored pencils or crayons

16:00-17:00		Presentation Plenary discussion Summary Evaluation	15 min 25 min 10 min 10 min	Listen to presentation on breeding; participate in discussion on breeding/variety selection and identification; summarize the day's activities; perform daily	Present "lecture on breeding" Facilitate discussion Listen to summary of days activities by student rapporteur	Carey Olasore Peju Mkumbira Njoku	PowerPoint, evaluation "forms"
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## PLAN OF DAY 4

<b>Course:</b>	Everything you ever wanted to know about sweetpotato			<b>Period:</b>	23 <sup>rd</sup> September – 4 <sup>th</sup> October, 2013
<b>Day</b>	4	<b>Date</b>	26 September	<b>Topic</b>	Sweetpotato production and crop management
<b>Intended Learning Outcomes</b>		At the end of this session, participants should be able to: -set up field experiments to compare different sweetpotato varieties, and different sweetpotato management practices; -make recommendations to male and female farmers on improved sweetpotato cultural practices; -discuss gender involvement in the different stages of the sweetpotato crop cycle and the management implications of each stage.			
<b>Duration:</b>		7 hours			

## ACTIVITIES DURING DAY 4

Hours	Location	Activities	Duration	Instruction for Participants	Instruction for facilitators	Responsibility	Materials required
9:00-9:10	Conference Room	Introduction session	10 mins	-Participants state their previous knowledge about SP crop production and management.	-Facilitator surveys previous knowledge of participants.	Olasore/Jude	PC, Projector, Flip chart, Markers, Pens.
9:10-9:20		Presentation of session objectives	10 mins	-Participants take note of explanations; ask questions and take note of answers.	-Facilitator presents the session objectives.	Olasore/Jude	PC, Projector, Flip chart, Markers, Pens.

9:20 – 9:40		Presentation on SP crop production planning.	20 mins	Participants take note of explanations; ask questions and take note of answers.	-Facilitator introduces the SP crop production planning.	Kingsley/Jude	PC, Projector, Flip chart, Markers, Pens.
09:40 – 09:55	Parking lot	-Transportation to SP Demonstration Farm	15 min	-Participants move into the bus and are transported to the field	-Facilitators join participants to the field.	Kingsley	Bus
09:35 – 11:05	SP Demo. Plot	- Field work	90 mins	In groups of 5, participants will: design and set up a field experiment to compare different sweetpotato varieties and management practices; -identify different physiological disorders.	-Facilitators explain exercises and guide groups in the practical activities.	Kingsley/Olasore/Jude	Flip chart, Marker, Tape, Labels, Hoes, Cutlasses, Ropes, pegs.
11:05 - 11:20		Transportation to seminar room	15 mins			Kingsley	Bus
11:20 11:35	HEALTH BREAK						
11:35 – 12:05	Conference Room	Facilitator's presentation site selection criteria, planting materials, intercropping	30 min	Participants listen and participate (ask questions and make contributions)	-Facilitator explains site selection criteria and propagation, planting materials, intercropping procedures.	Kingsley/Jude	Computer, Flip chart, Marker, presenter, Projector.
12:05- 01:05		Crop calendar	60 min	Participants to divide into groups and perform crop calendar exercise Participants make presentations of group work.	-Facilitator to guide groups	Kingsley/Olasore/Jude	Flip chart, markers, masking tape, pencils.
01:05 –	LUNCH BREAK						

02:00 – 02:20	Conference Room	Facilitator's Presentation	30mins	Participants listen, take notes, ask questions and contribute to the presentation.	-Facilitator explains SP development stages & associated tasks; and weed management.	Olasore/Jude	PC, Projector, Flip chart, Idea cards
02:20 – 03:05		Group work/discussion	45mins	In groups of 5 participants discuss the practice of staggered planting, its advantages & disadvantages as evident in their respective location.	Facilitator guides the groups.	Kingsley/Olasore/Jude	Flip chart, Marker, paper tape
03:05 – 03:25		Facilitator's Presentation	20mins	Participants listen, take notes, ask questions and contribute to the presentation.	Facilitator explains irrigated production of SP and physiological disorders.	Kingsley/Jude	Pictures of physiologically disordered SP plants, Flip chart, markers, Idea cards.
03:05 –	Energizer						
03:10 – 03:30	Conference Room	Facilitator's Presentation	20mins	Participants listen, take notes, ask questions and contribute to the presentation.	Facilitator presents on nutrient deficiency symptoms and disease symptoms e.g. Nitrogen deficiency vs. Virus symptoms.	Olasore/Jude	Pictures of nutrient deficient plants, Potted plants (showing the effects of varying proportions of nutrients).
03:30 –	Energizer						
03:35 – 03:55	Conference Room	Facilitator's presentation	20 min	Participants listen, contribute and ask questions	Facilitator presents on Gender and Diversity aspect of sweetpotato production and management.	Kingsley/Jude	PC, Flip chart, Markers,
03:55 – 04:40		Group exercise	45mins	Participants work in groups to discuss gender roles in SP management practices. Participants make presentations of discussions.	-Facilitators guide groups	Kingsley/Olasore/Jude	Flip chart, Markers

04:40-05:00		Conclusion and Evaluation	20 min	Participants give feedback on the day's activity	Facilitator concludes the module and evaluates the day.	Kingsley/Olasore/Jude	PC, Flip chart, Marker, presenter, Projector, Idea cards
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## PLAN OF DAY 5

<b>Course:</b>	Everything you ever wanted to know about sweetpotato				<b>Period:</b>	23 <sup>rd</sup> September- 4 <sup>th</sup> October ,2013	
<b>Day</b>	5	<b>Date</b>	30 <sup>th</sup> September	<b>Topic</b>	Pests and diseases of sweetpotato		
<b>Intended Learning Outcomes</b>			At the end of this session participants should:				
			<ol style="list-style-type: none"> <li>1. Be able to recognize main field and postharvest pests and diseases of sweetpotato in Nigeria.</li> <li>2. Recognize pests, diseases, lifecycles and symptoms</li> <li>3. Understand the importance and management of pests and diseases in sweetpotato production</li> <li>4. Be able to identify pest management practices for pests and diseases</li> <li>5. Understand integrated pest management techniques</li> </ol>				
<b>Duration:</b>			8hours				

## ACTIVITIES DURING DAY 5

Hours	Location	Activities	Duration	Instruction for participants	Instruction for facilitators	Responsibility	Materials Required
8:30 - 9:00	Conference Room	Introduction	30 min	Participants listen, ask and answer questions Participants take a small exercise	Facilitators present program and objectives for the day Facilitators discuss the exercise	Peju/Stanley/Jude	Power point, computer, Flip chart
09.00 - 09.20		Orientation for field visit	20mins	Get oriented to day's activities	Facilitators Split participants into groups. Explain why participants should work in groups and pairs	Stanley/Peju/Jude	Power point computer, Pen ,paper, flip charts
09.20-09.30	field	Movement to the field	10mins			Stanley/Peju/Jude	

09.30 - 11.00	Field	Field exercises 1)Pest and diseases identification and sample collection in a sweet potato field,	20mins 20mins 10mins	Collection of infested roots, damaged and diseased leaves Collection of insect pest Identifying lifecycle stages of Cycle as weevils.	Facilitators take participants to the field for pest and disease identification and management exercises	Stanley/Peju/Jude	Field equipment hoes, cutlasses/collection jars etc.
11.00 – 11.30	Health break						
11:30 - 12:30	Conference Room	group discussion and plenary on what was found	30 min 30 min	Break into groups to discuss what was found and make presentations on situation.	Facilitators oversee participants activities and facilitate discussion, and summarize conclusions	Stanley/Peju/Jude	knives, paper bags, vials, magnifiers, markers, labels, Power point, Computer, Flip Charts, Power point, Computer
12.30 – 13.00	Conference Room	Presentation: Sweetpotato pests	30 min	Weevils	Facilitators present topic diseases damage and management,	Peju/Stanley/Jude	Power point , Computer Flip chart
13.00 – 14.00	Lunch						
14.00- 16.30	Conference Room	Presentation pests continued and diseases	30 min 30 min 30 min 30 min	Other pests. Sweetpotato Virus Diseases Group discussions/zonal reports Other sweetpotato diseases Group discussions /zonal reports Nutrient deficiencies Discussion on use of pesticides and integrated pest management techniques	Facilitators present topic	Stanley/Peju/Jude	Power point computer, Pen ,paper, flip charts
16.30- 1700		Summary and evaluation				Stanley/Peju/Jude	

## PLAN OF DAY 6

<b>Course:</b>	Everything you ever wanted to know about sweetpotato Period			<b>Period:</b>	23 <sup>rd</sup> September – 4 <sup>th</sup> October, 2013
<b>Day</b>	6	<b>Date</b>	<b>30<sup>th</sup> Sept., 2013</b>	<b>Topic</b>	Selection, preservation, multiplication and dissemination strategies of Sweet Potato planting materials
<b>Intended learning outcomes</b>	<p>At the end of this session participants will:</p> <ol style="list-style-type: none"> <li>1. Be able to identify, select and conserve clean sweetpotato planting materials</li> <li>2. Understand the principles of positive and negative selection of sweetpotato planting material</li> <li>3. Understand how to plan sweetpotato multiplication</li> <li>4. Understand the principles for dry season conservation of planting materials</li> <li>5. Be able to calculate the multiplication rate of a sweet potato variety and costs that are incurred in multiplication of sweet potato planting materials</li> <li>6. Understand gender issues with reference to Selection, preservation, multiplication and dissemination strategies of Sweet Potato planting materials</li> </ol>				
<b>Duration</b>	5hrs 30mins				

### ACTIVITIES DURING DAY 6

Time	Location	Activities	Duration	Instruction for participants	Instruction for facilitators	Responsibility	Materials required
8:30 – 8:50	Conference Room	Introduction session	5 min	Seed/propagation methods	Facilitator ask questions on seed and propagation of sweet potato	Nwachukwu / Alakoso / Mkumbira	Cards and markers
		Brainstorming session where participants write on cards their knowledge on sweetpotato seed selection, conservation and multiplication.	15 min	Individual participants write on cards their knowledge on sweetpotato seed selection, conservation and multiplication.	Facilitator distributes cards and asks the participants to answer set questions. The cards pasted on the board and one of the participants asked to read.		
8:50-		Presentation to	30 min	Participants listen ,	Facilitator make	Nwachukwu /	computer, Notebook,

9:20		introduce sweetpotato clean planting material positive and negative selection, multiplication, conservation and net tunnel		take notes and ask questions for clarification and answer questions	presentation on choosing planting materials, concept of healthy plants and planting materials, rapid multiplication technique, conservation of planting materials(net tunnels)and answer questions from participants and also ask question.	Alakoso / Mkumbira	pen, samples of different sweet potato vine cuttings
9:20 – 10:40	Conference Room	Discussions on existing sweetpotato conservation systems	20 min	General discussion on existing sweetpotato seed system	Facilitator lead the discussions	Nwachukwu / Alakoso / Mkumbira	Flip chart, markers
10:40– 11:10	Health break						
11:10 – 1:10	Field demonstration plot	Field exercise; Participants practice positive and negative selection of clean planting material, rapid multiplication techniques; and establish a net tunnel	120 min	Practice positive and negative selection of health planting materials; rapid multiplication technique; and Net tunnel	Facilitator distribute flip charts and marker pens to each groups	Nwachukwu / Alakoso / Mkumbira	Hoes, measuring tapes, cutlass, pegs, rope, net, poles etc.
1:10 – 1:40	Conference Room	Presentation: Choosing the seed multiplication and dissemination strategy	30 min	Participants take note of the explanation, make questions and answer to questions	Facilitator explains the different levels of multiplication and dissemination, actors in the system, factors for decision making regarding multiplication and dissemination strategy	Alakoso /Nwachukwu /Mkumbira	Board, markers, flipchart, posters, manual.
1:40 – 2:40	LUNCH break						

2:40 – 3:10	Conference Room	Presentation: construction of multiplication and dissemination calendar, variety multiplication rate dissemination strategies	30min.	Participants take note of the explanation, make questions and answer to questions	Facilitator explains how to Construct a multiplication and dissemination plan; calculation of variety multiplication rate and Calculation of the costs of planting material multiplication and dissemination activities	Nwachukwu / Alakoso / Mkumbira	Board, flipchart, posters, manual, marker
3:10 - 4:10		Group exercise	60 min	Participants to work in groups to construct a multiplication and dissemination plan/calendar Each group present their exercise	Facilitator to guide the session	Nwachukwu / Alakoso / Mkumbira	Flip charts, markers, pens, calculators etc.
4:10 - 4:15		Energizer	5 min			Nwachukwu S	
4:15 – 4:45	Behind the training building	Practice Triple S system	30 min	Participants have hands-on practical	Facilitator to demonstrate the techniques	Nwachukwu / Alakoso / Mkumbira	Plastic basin, old newspaper/cartons, dry and wet sand
4:45 – 5:15		Group discussion	30 min	Participants participate in the discussions on the aspects of gender and diversity in multiplications and dissemination strategies	The facilitator will moderate the discussion on consideration of gender and diversity aspects in multiplication and dissemination strategies	Nwachukwu / Alakoso / Mkumbira	Flip chart, markers
5:15 – 6:15	In the field	Brainstorm about the importance of planning and of establishing a dissemination and multiplication program	60 min	The participants share their views about the establishment of a dissemination and multiplication plan	Facilitator moderates the discussion and registers on the flip chart the main ideas of participants	Nwachukwu / Alakoso / Mkumbira	Flip chat, marker, Flash cards, pens

## PLAN OF DAY 7

<b>Course:</b> Everything you ever wanted to know about sweetpotato		<b>Period:</b> 23 <sup>rd</sup> September. - 4 <sup>th</sup> October 2013	
<b>Day</b>	7	<b>Date</b>	1 <sup>st</sup> Oct., 2013
<b>Topic</b>		<b>Monitoring of OFSP Dissemination and uptake</b>	
<b>Intended Learning Outcomes</b>		<p><b>Planning a dissemination programme</b>            At the end of this session participants will:</p> <ol style="list-style-type: none"> <li>1. Identify the key steps in dissemination approach (M &amp; E);</li> <li>2. Demonstrate planning using mass multiplication vs. Dissemination Voucher Method (DVM);</li> <li>3. Design a dissemination structure to reach 5000 households;</li> <li>4. Identify entrepreneurship opportunity in vine multiplication; and</li> <li>5. Planning effective monitoring.</li> </ol> <p><b>Monitoring and Evaluation</b>            At the end of this session participants will:</p> <ol style="list-style-type: none"> <li>1. Be able to explain the different concepts as used in monitoring and evaluation</li> <li>2. Be able to appreciate the significance of project monitoring and evaluating projects</li> <li>3. Be able to describe the process of designing and implementing an M&amp;E system for an OFSP project</li> <li>4. Be able to analyze the different monitoring approaches and tools used in OFSP projects</li> <li>5. Be able to appreciate the gender and diversity aspects in M&amp;E of OFSP projects</li> </ol>	
<b>Duration:</b>		8hours	

### ACTIVITIES DURING DAY 7

Hours	Location	Activities	Duration	Instruction for Participants	Instruction for facilitators	Responsibility	Materials required
8:30 - 10:30	Conference room	Recap of seed multiplication plan	90 mins.	Participants will present their take home assignment and discuss.	Facilitator will moderate by checking through participants' homework.	Stanly, Charles, Jonathan and Jude	Computer, LCD projector, flipchart, marker pens, note books, writing pens
11:00 - 11:30		Break	30mins.				
11:30 – 13:00	Conference Room	Discuss Methods of dissemination viz Mass Multiplication and Dissemination Voucher.	45 mins.	Participants will fill the voucher and ask questions.	Facilitator will moderate and work around ensure perfect filling	Stanley, Charles, Jonathan and Jude	DVM forms, flipchart, marker pens, note books, writing pens
		Group discussion comparing the strategies for different scenarios	20 mins	Participant work in group	Facilitator will moderate and ask questions	Stanley, Charles Jonathan and Jude	Flipchart, marker pens, note books, writing pens
		Group discussion in identify entrepreneurship opportunity	20 mins	Participant work in group	Facilitators moderate and work around to guide the session	Charles, Stanley, Jonathan and Jude	Flipchart, marker pens, note books, writing pens

Hours	Location	Activities	Duration	Instruction for Participants	Instruction for facilitators	Responsibility	Materials required
13:00 -		<b>Lunch</b>	1 hour				
14:00-17:00	Conference room	Facilitation on M&E	10 mins.	The participants will write on manila cards (3) their understanding of the terms (a) Monitoring (b) Evaluation (c) The difference	The facilitator will distribute the 3 manila cards of different colors to each participant and ask them to write as per instructions	Charles, Kingsley, and Godfrey	Manila cards of three different colors, marker and pens. Computer, LCD projector, flipchart, marker
			5 mins	Participants pins the card on the wall by their colors	The facilitator will read out the sample of the cards and ask the participants for their opinion on what is missing and what is right	Charles, Kingsley and Godfrey	Masking tapes.
			15 mins	Participants will take notes and ask questions	The facilitator will summarize the concepts using power point	Charles, Kingsley and Godfrey	Computer and LCD projector
		Brainstorm about the importance of M&E in project management	10 mins	The participants share their views about the importance of M&E in project management	Facilitator moderates the discussion and registers in the blackboard the main ideas of participants	Charles, Kingsley and Godfrey	Flip chart, marker pen, computer and power point projector
		Presentation, questions and answers on different indicators in OFSP projects	30mins	Participants take note of the explanation, make questions and answer to questions	Facilitator explains concepts of indicators giving relevant examples	Charles, Kingsley and Godfrey	Flipchart, marker pens
		Group discussion and presentations on monitoring approaches and tools that are used in monitoring SP dissemination	40 mins.	Participants in groups of 5 analyze and practice filling the M&E tools 8 and are invited to present their learning in plenary	Facilitators will ensure that there are enough copies of each forms/tools for each participant and monitor the group discussions	Charles, Kingsley and Godfrey	Forms/ tools, flip charts, marker pens, pencils, computer, LCD projector

		Presentation, questions and answers on gender and diversity aspects in M&E of OFSP projects	20 mins.	Participants take note of the explanation, make questions and answer to questions	Facilitator explains concepts and allow participants to contribute their views	Charles, Kingsley and Godfrey	Flipchart, marker pens computer, LCD projector
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### PLAN OF DAY 8

<b>Course:</b>	Everything you ever wanted to know about sweetpotato			<b>Period:</b>	23 <sup>rd</sup> Sept – 4 <sup>th</sup> Oct, 2013
<b>Day</b>	8	<b>Date</b>	2 <sup>nd</sup> October	<b>Topic</b>	Entrepreneurship, marketing and value chain
<b>Intended Learning Outcomes</b>		At the end of the session, participants will be able to: <ol style="list-style-type: none"> <li>1. Understand the concept of marketing, entrepreneurship and value chain.</li> <li>2. Understand the pillars of marketing</li> <li>3. Understand the opportunities and challenges in sweetpotato marketing</li> <li>4. Explore gender issues along the value chain.</li> <li>5. Know how to calculate profit margins of sweetpotato enterprises.</li> </ol>			
<b>Duration:</b>		7hrs 30mins			

## ACTIVITIES DURING DAY 8

Hour	Location	Activities	Duration	Instruction for Participants	Instruction for facilitators	Responsibility	Materials Required
9am-9:10	Conference Room	Introduction of session	10mins	Participants listen and take note	Facilitator introduces the day's activities to the participants (especially the research trip to market)	Iyilade/Peju/Sindi	Projector laptop
9:10-12:30	Market	Research visit to sweetpotato Market (market trip)	3 hrs 30 mins	Participants administer questionnaire to sweetpotato marketers	Facilitators give questionnaire to participants and instruct them on the course of action	Iyilade/Peju/Sindi	Questionnaires, Notebook, marker pens, masking tape, printed case studies
12.30-13.00	Conference Room	Discussion	30mins	Participants write definition of entrepreneurship marketing and value chain on flash card	a)ask participants to define: entrepreneurship, marketing and value chain b)Ask them what they wrote at random	Peju/Iyilade/Sindi	Flash cards, markers, flip chart
13.00-14.00	<b>Lunch</b>						
14.00-14.20	Conference Room	Presentation	20mins	Participants listen and take note	Facilitator make presentation on: a) Concept of entrepreneurship, marketing and value chain b) Pillars of marketing	Iyilade/Peju/Sindi	Flash cards, markers, flip chart
14.20-14.40	Conference Room	Questions and responses	20mins	Participants ask questions and make comments	Facilitator clarifies issues	Iyilade/Peju/Sindi	Flash cards, markers, flip chart
14.40-15.00 15.00-15.25		Group exercise on opportunities and constraints in sweetpotato enterprise.	20mins	a)Participants form 5 groups to discuss opportunities and constraints in sweetpotato enterprises	a)Facilitator gives instruction and guide the participants b)make comments and wrap up presentation	Iyilade/Peju/Sindi	Flip chart, markers Flip chart, markers

			25mins	b) Group presentations			
15.25-16.10		presentation on: a) opportunities and constraints in OFSP marketing b) gender issues in marketing of OFSP c) how to calculate market margins Question and clarification	30mins  15min	Participants listen and take note  Participants ask questions	Facilitator gives presentation on topic  Facilitators/participants respond	Iyilade/ Peju/Sindi	Projector, Laptop Power point, flip chart, markers
16.10-17.00		Group work	45mins	<ul style="list-style-type: none"> <li>• Participants form groups based on market trip research</li> <li>• Analyze findings from the market</li> <li>• Make presentation at the plenary</li> </ul>	Facilitators group participants and instruct them on what to do  Wrap up the presentation		Flip charts And markers

## PLAN OF DAY 9

<b>Course:</b>	Everything you ever wanted to know about sweetpotato			<b>Period:</b>	23 <sup>rd</sup> September – 04 October, 2013
<b>Day</b>	9	<b>Date</b>	3 <sup>rd</sup> Oct 2013	<b>Topic</b>	Harvesting and Postharvest Management
<b>Intended Learning Outcomes</b>		<p>At the end of this session participants will:</p> <ol style="list-style-type: none"> <li>1. Describe and understand the main aspects of sweetpotato harvesting and post- harvest management</li> <li>2. Understand how the harvesting, post-harvest handling, and storage of roots affect roots perishability</li> <li>3. Understand how the processing and storage of OFSP affects its beta carotene content</li> <li>4. Products that can be made from OFSP.</li> </ol>			
<b>Duration:</b>		9hours			

### ACTIVITIES DURING DAY 9

Hours	Location	Activities	Duration	Instruction for participants	Instruction for facilitators	Responsibility	Materials required
8:30–8:35	Conference Room	Introduction of the topic	5mins	-Listen, take note and ask questions	- Discuss the learning outcomes with the participants		PC, flip chart, masking tape and markers
8:35 - 8:50		Exercise for participants to discuss various activities in the harvesting and post-harvesting handling: harvesting, handling and transportation, storage and retailing	15mins	Participants think through the whole value chain from harvesting to retailing. They are supposed to look at the current harvesting and handling and describe what is done. Participants come up with recommendations to make the harvesting and post harvesting more efficient. Present what they have come with on current and improved.	Divide the participants into groups and give them different topics: <ul style="list-style-type: none"> <li>• Harvesting in the field</li> <li>• Post-harvest handling at the field level</li> <li>• Packing and transportation at the field and during the transportation</li> </ul>		Flip chart, masking tape and markers

8:50 - 9:15		Facilitation on harvesting and curing	25mins	Participants take note of the explanation, make questions and answer to questions	Facilitator explains the concepts of Harvesting and curing		PC and projector, flipcharts,
9:15 - 9:35		Facilitation post-harvest handling of OFSP	20mins	Participants take note of the explanation, make questions and answer to questions	Facilitator explains the concepts Of harvest handling of OFSP		PC and projector, flipcharts, markers
9:35 – 9:40	Conference Room	Energizer	5mins	A participant gives an energizer	-Ask one participant to give an energizer		
9:40 – 10:00		Video show on sweetpotato harvesting, grading and postharvest Discuss the video	20mins	Participants take notes of the explanation, make questions and answer to questions	Facilitator explains concepts related to processing and post-harvest management of OFSP		PC and projector
10:00 – 10:30	Tea break						
10:30 – 11:00	Demonstration on plot	Calculation of yield	5mins 5mins 10mins 10mins	-Participant listen -Participants a plant each at random from the 10 ridges in each plot -Participants harvest the selected plants -Participants weigh the harvested plant and record	-Facilitator introduce yield calculation to the participants - Ask participants to select a plant each at random from the 10 ridges in each plot -Ask participants to harvest the selected plants -Ask participants to weigh the harvested plant and record plot and record		Calculator, paper, bucket, weighing scale

11:30 – 12:00	Demonstrati on plot	De-haulming					Cutlass
12:00 – 12:30	Demonstrati on plot	Storage pit demonstration	5mins 5mins 5mins 15mins	- Participants listen and take note -Participants observe the dug pit -Participants select roots for storage -Participants store the selected	-Facilitator introduce storage pit to the participants - Ask participants to observe the dug pit -Ask participants to select roots for storage -Ask the participants to store the selected roots		Sweetpotato roots, dug pit
1:00 – 2:00		lunch					

## PLAN OF DAY 10

<b>COURSE</b>		Everything you ever wanted to know about sweetpotato		<b>PERIOD</b>	23 <sup>rd</sup> September – 04 October, 2013
<b>DAY</b>	10	<b>DATE</b>	4 October	<b>TOPIC</b>	Planning to train others on <i>“Everything you ever wanted to know about sweetpotato”</i>
<b>INTENDED LEARNING OUTCOMES</b>				<p><b>-At the end of this session you should be able to</b></p> <ol style="list-style-type: none"> <li>1. Understand and apply the principles of adult learning</li> <li>2. Be able to facilitate a 5 day training course on ‘<i>Everything you ever wanted to know about sweet potato</i>’</li> <li>3. Understand how to develop learning outcomes and approaches, training materials and draft logistics plans (timing, venue &amp; field sites, participants) of the sweet potato training courses they will be delivering</li> </ol>	
<b>Duration:</b>				2hrs 10mins	

### ACTIVITIES DURING DAY 10

Time	Location	Activities	Duration	Instruction for participants	Instruction for facilitators	Responsibility	Materials required
08:30 - 10:45	Conference Room	Q &A open discussion on adults as learners (Brainstorming)	05 Mins	The participants listens, make questions and answer to questions	Facilitators introduces the topic on Adult learning	Anthony Njoku/Hilda	Cards, Flip charts/marker pens
		Presentation on Adult learning Video show on how adults learn and discussion on the video	15 Mins 10 Mins	The participants listen, take note; ask questions and answer questions	Facilitators presents a topic and plays the video clip and gives explanations		Computer/LCD projector/ Audio speakers Flip chart/marker pens /Note books
		Presentation: Introducing facilitation skills Video on facilitation	10 Mins 10 Mins	The participants listen, ask questions and answer questions	Facilitators presents a topic and plays the video clip and gives explanations		Computer/LCD projector Flip charts/marker

		skills and discussion					pens/Audio speakers
		Energizer	15 Mins	Leading the blind			
		Group activity on adult learning and facilitation skills (Role play & discussion)	30 Mins	Participants are divided into 4 groups (weak Vs. Strong facilitator; Characteristics of adult learners; Johari Window	Facilitator divides participants into groups to discuss and present (Role play)- exercise on adult learning and facilitation		Flip chart/Marker pens
	Conference Room	Presentation on planning to train others Role play and presentation Discussion	5 Mins	The participants take note of the explanation, make questions and answer to questions	Facilitators present the topic Role play by facilitators on the process in planning current TOT Facilitator pauses Questions to participants		Video clips/PPT/Flip charts
15 Mins							
5 Mins							
		Using the TOT manual	10 Mins	The participants take note of the explanation, make questions and answer to questions	Facilitators present the manual and explains how to develop session plans		TOT manual PPT/Flip charts
10:45-11:15	Health Break						
11:15-13:30	Course Evaluation and closing ceremony						
14:00-17:00	Facilitators' meeting on lessons learnt						

## Appendix 2: List of Participants

S/N	Name	Sex	Qualification	Organization	Designation	Phone No	E-mail
1.	ADEGOKE, Austin Adedamola	M	B.Sc.(Ed).Agric	FMARD, Abuja	Sen. Agric Officer	08029104044	<a href="mailto:triplea4you@yahoo.com">triplea4you@yahoo.com</a>
2.	ABUBAKAR, Hannatu	F	PGD Biological Science	NPFS, Abuja	Tech. Asst. (Nut.&H)	08035889075	<a href="mailto:hannatugawu2010@yahoo.com">hannatugawu2010@yahoo.com</a>
3.	OKEAHIALAM, Ngozi Victoria	F	M.Sc. (Soil Fertility)	FMARD, Abuja	Chief Agric Officer	08036744875	<a href="mailto:ngozisweetheart@yahoo.com">ngozisweetheart@yahoo.com</a>
4.	DAWARGA, Sophia Nashina	F	B. Agric.	FMARD, Kaduna	Agric. Officer II	08038045813	<a href="mailto:sdawarga230@gmail.com">sdawarga230@gmail.com</a>
5.	BADEJO, Oluyinka	M	B.Tech (Agric. Econs.&Extns)	Partnership for Child Devpt.	Project Officer	08069291065	<a href="mailto:m.badejoh@hgsf_global.org">m.badejoh@hgsf_global.org</a>
6.	AKEJU, Eyitayo	M	MBA; B.Tech (Crop Production)	Leventis Foundation, Lagos	Trainer (Crop)	08038574868	<a href="mailto:akejueyitayo@yahoo.com">akejueyitayo@yahoo.com</a>
7.	NAFIU, Adewale	M	M.Sc. (Env. Bio)	NPFS, Abuja	Agric. Officer	08098171175 08055267920	<a href="mailto:huskan2@gmail.com">huskan2@gmail.com</a>
8.	IDRIS, Jamila Azuka	F	HND (Agric. ExtnMgt)	Nasarawa ADP	Extension Officer	08060629990	<a href="mailto:jamilazukaidris@gmail.com">jamilazukaidris@gmail.com</a>
9.	OGIGBO, Oga	M	B. Agric	POFAN, Benue	Secretary	07068724298	<a href="mailto:ogaogigbo@yahoo.com">ogaogigbo@yahoo.com</a>
10.	YAHAYA, Shehu U.	M	Ph.D (Agronomy)	Bayero University, Kano	Senior Lecturer	08036558592	<a href="mailto:Suyahya2007@yahoo.com">Suyahya2007@yahoo.com</a>
11.	ADAMU, Ango	M	HND (Agric. Ext &Mgt)	YMCA, Lafia	Ag. Exec. Secretary	08036292686	<a href="mailto:angoadamu2002@yahoo.com">angoadamu2002@yahoo.com</a>
12.	OKE, Friday Osmond	M	HND	Initiative for Social Change in Africa, Ebonyi	Field Officer	08068950384	<a href="mailto:okeosmondo@gmail.com">okeosmondo@gmail.com</a>
13.	NWAFOR, John	M	B.Sc	Ebonyi State ADP	Agric. Supt.	08063879006	<a href="mailto:debelovedjohn@gmail.com">debelovedjohn@gmail.com</a>

14.	JIMOH, Bliqeess	F	BSCE	POGPMAN	NYSC	07068512000	-
15.	AMADI, Ogadinma Christian	M	B.Agric (Agric. Economics)	Anpez Centre for Envt. &Devpt	Project Coordinator	08034113908	<a href="mailto:cris_amadi@yahoo.com">cris_amadi@yahoo.com</a>
16.	ADELEKE, Akanbi R.	M	B.Sc (Agronomy)	Osun State ADP	Asst. Chief Research Officer	08034470902	<a href="mailto:adeleke_rasaq@yahoo.co.uk">adeleke_rasaq@yahoo.co.uk</a>
17.	NWAOGU, Edward Ngozi	M	Ph.D	NRCRI, Umudike	Head of Station	08035426788	<a href="mailto:eddynwaogu2012@yahoo.com">eddynwaogu2012@yahoo.com</a>
18.	MAISAMARI, Zaphaniah	M	HND	Kaduna ADP	Crop officer	08152995999	-
19.	ALABI, Jacob Sunday	M	HND	Kwara ADP	EA	08162859976	<a href="mailto:jacobsundayalabi@gmail.com">jacobsundayalabi@gmail.com</a>
20.	ANYANWU, Goodness Chidi	F	M.Sc. (Comm. Nutrition)	Nutrition & Health Research Initiative, Abuja	Chairperso n	08032256776	<a href="mailto:ganyanwu73@yahoo.com">ganyanwu73@yahoo.com</a>
21.	KARO-DAWENE, Joy Emi	F	B.Sc. (Botany)	FMARD, Kwara State	Agric. Officer II	08035591178	<a href="mailto:emijoy200@gmail.com">emijoy200@gmail.com</a>
22.	ABUBAKAR, Aishatu	F	HND (Agric. Ext. &Mgt); PGD Envt. Mgt	FCT ADP, Abuja	Prin. Agric. Supt	08036128562	<a href="mailto:aisha1192006@yahoo.com">aisha1192006@yahoo.com</a>
23.	TARGEMA, Nguveren C.	F	PhD	Foundation for the vulnerable, Benue State/Abuja	Executive Director	08035998892	<a href="mailto:targemacn@yahoo.com">targemacn@yahoo.com</a>
24.	INUWA, Abubakar H.	M	M.Sc. – Botany (Plant Genetic)	ICRISAT, Kano	Scientific Officer	08067119287	<a href="mailto:ashinuwa@yahoo.com">ashinuwa@yahoo.com</a>
25.	TSEKPO, Victoria Lily	F	MPhil. Agric. Extension	Min. of Food & Agric. Ghana	Deputy Director	+233206481 238	<a href="mailto:victsekpo@yahoo.com">victsekpo@yahoo.com</a>
26.	ANIM, Jerry Jacob	M	B.Sc. Agric	Ministry of Agric., Ghana	Asst. Manager	+233243757 949	<a href="mailto:animjerry@gmail.com">animjerry@gmail.com</a>
27.	ASARE, KwabenaBediako	M	M.Sc. Agronomy (Plant Breeding)	CIP, Ghana	Research Officer	+233243656 557	<a href="mailto:asbed85@yahoo.com">asbed85@yahoo.com</a>
28.	CHARLOTTE, Konkobo	F	Master II	Centre National de Recherche	Project Coordinator	00226503637 90/70412488	<a href="mailto:jcharma@yahoo.fr">jcharma@yahoo.fr</a>

				Scientifique et Technologie en poste au Département de Technologie Alimentaire			
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### Appendix 3: List of Facilitators

S/N	Name	Gender	Organization	Designation	E-mail	Telephone
1.	Njoku, A. U.	M	ARMTI	Director	<a href="mailto:njokuzo@yahoo.com">njokuzo@yahoo.com</a>	+2348033586006
2.	Oladunni, A. O. (PhD)	M	ARMTI	Director	<a href="mailto:femioladuni2005@yahoo.com">femioladuni2005@yahoo.com</a>	+2348036672651
3.	Olasore, A. A.	M	ARMTI	PMDO	<a href="mailto:aaolasore@yahoo.com">aaolasore@yahoo.com</a>	+2348036138853
4.	Iyilade, A. O. (PhD)	F	ARMTI	PMDO	<a href="mailto:abigailiyilade@yahoo.com">abigailiyilade@yahoo.com</a>	+2348036138853
5.	Farayola, C. O.	M	ARMTI	MDO I	<a href="mailto:walecharless@yahoo.com">walecharless@yahoo.com</a>	+2348033645852
6.	Aremu, A. O.	F	ARMTI	MDO I	<a href="mailto:hadeola01@yahoo.com">hadeola01@yahoo.com</a>	+2348056459395
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9.	Alakoso, A. A.	M	ARMTI	MDO I	<a href="mailto:al_akahz001@yahoo.com">al_akahz001@yahoo.com</a>	+2348034524829
10.	Onikoyi, M. P.	F	ARMTI	MDO II	<a href="mailto:onikoyipeju@yahoo.com">onikoyipeju@yahoo.com</a>	+2348037631394
11.	Tessy Madu	F	NRCRI	Gender Expert	<a href="mailto:tessmadu@gmail.com">tessmadu@gmail.com</a>	+2348033643484
12.	Idowu, O. A	M	Federal Polytechnic Offa	Food Processor	<a href="mailto:idowuoa56@yahoo.com">idowuoa56@yahoo.com</a>	+2348053672008
13.	Adeleke, Marion O.	F	HKI	Nutritionist	<a href="mailto:mtoyinoni2002@yahoo.com">mtoyinoni2002@yahoo.com</a>	+2348034854401
14.	Mary Umoh	F	HKI	Promotion Expert	<a href="mailto:MUmoh@hki.org">MUmoh@hki.org</a>	+2348038249017
15.	Kirimi Sindi (PhD)	M	CIP	Economist	<a href="mailto:k.sindi@cgiar.org">k.sindi@cgiar.org</a>	
16.	Ted Carey (PhD)	M	CIP	Breeder	<a href="mailto:e.carey@cgiar.org">e.carey@cgiar.org</a>	+233546938599
17.	Godfrey Mulongo	M	CIP-RAC	M&E Specialist	<a href="mailto:g.mulongo@cgiar.org">g.mulongo@cgiar.org</a>	+255788821212
18.	Njoku, J. C.	M	CIP-RAC / NRCRI	Country Agronomist	<a href="mailto:j.njoku@cgiar.org">j.njoku@cgiar.org</a>	+2348035479261
19.	Adiel Mbabu	M	CIP	RAC Project Manager	<a href="mailto:a.mbabu@cgiar.org">a.mbabu@cgiar.org</a>	+254-711 860964
20.	Jonthanan Mkumbira (PhD)	M	CIP	Agronomist	<a href="mailto:j.mkumbira@cgiar.org">j.mkumbira@cgiar.org</a>	+255689591455
21.	Hilda Munyua (PhD)	F	CIP	Communication & Training Specialist	<a href="mailto:h.munyua@cgiar.org">h.munyua@cgiar.org</a>	+254720297464

## Appendix 4: Pre-training Program

### ToT Pretraining: “Everything you ever wanted to know about sweetpotato”

16<sup>th</sup> - 20<sup>th</sup> September 2013

DATE	SESSION / TOPICS	TIME	FACILITATORS	
	<b>DAY 1</b>			
16 <sup>th</sup> Sep	Registration	08.30-08.45	Frank Ojwang / Hilda Munyua - (chairperson)	
	Welcome remarks	08.45-09.00	Anthony Njoku/Jude Njoku	
	Introductions / icebreaker / housekeeping & logistics	09.00-09.20	Frank Ojwang	
	Overview of the RAC Project	09.20-09.40	Hilda Munyua	
	Program overview and pre-training objectives	09.40-09.50	Jonathan Mkumbira	
	Questions and discussions	09.50-10.00	“	
	Helping adults to learn	10.00-10.30	Hilda Munyua / Jonathan Mkumbira	
	<b>HEALTH BREAK</b>		10.30-11.00	
	Group exercise and plenary presentations	11.00-12.00	“	
	Questions and discussions	12.00-12.10	“	
Gender and diversity in sweetpotato	12.10-12.50	Tessy Madu		
Questions and discussions	12.50-13.00	“		
<b>LUNCH</b>		13.00-14.00		
	OFSP and nutrition	14.00-14.30	Marion Adekeye	
	Questions and discussions	14.30-14.40	“	
	Value chain/Entrepreneurship	14.40-15.10	Sindi Kirimi / Anthony Njoku /	
	Questions and discussions	15.10-15.20	Olufemi Oladunni	
	Group exercises – gender, nutrition, value chain /entrepreneurship	15.20-15.50	“	
<b>HEALTH BREAK</b>		15.50-16.20	Tessy / Marion / Sindi / Anthony / Olufemi	
	Group presentations	16.20-16.50	“	
	Questions and discussions	16.50-17.00	Tessy / Marion / Sindi / Anthony / Olufemi	
	Daily evaluation		Jonathan Mkumbira	
	<b>DAY 2</b>			
17 <sup>th</sup> Sep	Recap of day 1 / Evaluation	08.00-08.10	Rapporteurs / Jude Njoku – (chairperson)	
	Using the TOT manual	08.10-08.40	Hilda Munyua	
	Preparation of course session plans	08.40-09.10	Jonathan Mkumbira / Jude Njoku	
	Questions and discussion	09.10-09.20	“	
	Group exercise and buzz session - preparation of course session plans, training materials, presentations, exercises, assignments, energizers, tests, gather facilitator materials (as teams)	09.20-10.30	Jonathan Mkumbira / Jude Njoku / Ted Carey / Hilda Munyua /	
	<b>HEALTH BREAK</b>		10.30-11.00	
	Group exercise and buzz session - preparation of course session plans, training materials, presentations, exercises, assignments, energizers, tests, gather facilitator materials (as teams)	11.00-13.00	Jonathan Mkumbira / Jude Njoku / Ted Carey / Sindi Kirimi / Hilda Munyua /	
	<b>LUNCH</b>		13.00-14.00	
	Review of session plans, training materials, presentations, tests, exercises	14.00-15.30	Jonathan Mkumbira / Jude Njoku / Ted Carey / Sindi Kirimi / Hilda Munyua /	
	Field visit	15.30-17.30	Anthony Njoku / Jude Njoku	
	Daily evaluation		Jude Njoku	
<b>COCKTAIL</b>		18.30-...	Frank Ojwang	
	<b>DAY 3</b>			
18 <sup>th</sup> Sep	Recap of day 2	08.00-08.10	Rapporteurs / Jonathan Mkumbira	
	Group work continuation - preparation of course	08.10-10.30	(chairperson)	

	session plans, training materials, presentations, exercises, assignments, energizers, tests, gather facilitator materials		Jonathan Mkumbira / Jude Njoku / Ted Carey / Sindi Kirimi / Hilda Munyua /
<b>HEALTH BREAK</b>		<b>10.30-11.00</b>	
	Presentation of session plans and discussions (peer assist)	11.00-13.00	Jonathan Mkumbira / Jude Njoku / Ted Carey / Sindi Kirimi / Hilda Munyua /
<b>LUNCH</b>		<b>13.00-14.00</b>	
	Presentation of session plans and discussions (peer assist)	14.00-16.00	Jonathan Mkumbira / Jude Njoku / Ted Carey / Sindi Kirimi / Hilda Munyua /
<b>HEALTH BREAK</b>		<b>16.00-16.30</b>	
	Presentation of session plans and discussions (peer assist) – continued Questions and answers Daily evaluation	16.30-17.00	Jonathan Mkumbira / Jude Njoku / Ted Carey / Sindi Kirimi / Hilda Munyua / “ Jonathan Mkumbira
<b>DAY 4</b>			
<i>19<sup>th</sup> Sep</i>	Recap of day 3 / Evaluation Preparation of presentations, exercises, materials etc. (including field visit as necessary)	08.00-08.10 08.00-10.30	Rapporteurs / Ted Carey (chairperson) Jonathan Mkumbira / Jude Njoku / Ted Carey / Sindi Kirimi / Hilda Munyua /
<b>HEALTH BREAK</b>		<b>10.30-11.00</b>	
	Preparation of presentations, exercises, materials etc. (peer assist)	11.00-13.00	Jonathan Mkumbira / Jude Njoku / Ted Carey / Sindi Kirimi / Hilda Munyua
<b>LUNCH</b>		<b>13.00-14.00</b>	
	Plenary presentations by national experts (peer assist)	14.00-16.00	Hilda Munyua / Jonathan Mkumbira / Jude Njoku / Ted Carey / Sindi Kirimi /
<b>HEALTH BREAK</b>		<b>16.00-16.30</b>	
	Plenary presentations by national experts (peer assist) Daily evaluation	16.30-17.00	Hilda Munyua / Jonathan Mkumbira / Jude Njoku / Ted Carey / Sindi Kirimi / Jude Njoku
<b>DAY 5</b>			
<i>20<sup>th</sup> Sep</i>	Recap of day 3 / Evaluation Plenary presentations by national experts (peer assist)	08.00-08.10 08.10-10.30	Rapporteurs / Sindi Kirimi (chairperson) Jonathan Mkumbira / Jude Njoku / Ted Carey / Sindi Kirimi / Hilda Munyua /
<b>HEALTH BREAK</b>		<b>10.30-11.00</b>	
	Plenary presentations by national experts (peer assist)	11.00-13.00	Jonathan Mkumbira / Jude Njoku / Ted Carey / Sindi Kirimi / Hilda Munyua /
<b>LUNCH</b>		<b>13.00-14.00</b>	
	Preparation for and conducting training	14.00-14.30	Hilda Munyua / Anthony Njoku / Jonathan Mkumbira
	Group work – preparing for training	14.30-15.20	All teams
	Reflections	15.20-15.30	Jude Njoku
	Pre-training evaluation	15.30-15.45	Hilda Munyua
	Concluding discussions and closing remarks	15.45-16.00	Jonathan Mkumbira
<b>HEALTH BREAK</b>		<b>16.30-17.00</b>	
<b>END OF PRETRAINING SESSION</b>			

## Appendix 5: Training Program

DAY/DATE	SESSION / TOPICS	TIME	FACILITATORS
<b>DAY 1</b>			
<b>MONDAY</b> <i>23rd Sep 2013</i>	Registration Welcome remarks Introductions /Participants expectations Overview of RAC project Course overview and learning objectives Group photo	08.30-09.00 09.00-09.10 09.10-09.30 09.30-10.00 10.00-10.30	Kingsley Olurinde Afolayan, S.O. (Ag. ED) Anthony Njoku / <i>Hilda Munyua</i> Jude Njoku / Mary Umoh Anthony Njoku / <i>Jonathan Mkumbira</i> All
HEALTH BREAK		10.30-11.00	
	Benchmark assessment Origin and importance of sweetpotato	11.00-11.30 11.30-13.00	Kingsley Olurinde / <i>Jonathan Mkumbira</i> Olasore / Iyilade / <i>Jude Njoku</i>
LUNCH		13.00-14.00	
	Practical - Cooking – OFSP	14.00-17.00	Idowu / Adekeye/ Alakasho/Aremu / <i>Adekeye</i>
<b>DAY 2</b>			
<b>TUESDAY</b> <i>24th Sep 2013</i>	Entrepreneurship, marketing & value chain	08.00-10.30	Anthony Njoku / Oladunni / Iyilade/ <i>Kirimi Sindi / Jonathan Mkumbira / Jude Njoku</i>
HEALTH BREAK		10.30-11.00	
	Entrepreneurship, marketing & value chain	11.00-13.00	Anthony Njoku / Oladunni / Iyilade / <i>Kirimi Sindi/ Jonathan Mkumbira / Jude Njoku</i>
LUNCH		13.00-14.00	
	Entrepreneurship, marketing & value chain	14.00-17.00	Anthony Njoku / Oladunni / Peju/ <i>Kirimi Sindi/ Jonathan Mkumbira / Jude Njoku</i>
<b>DAY 3</b>			
<b>WEDNESDAY</b> <i>25th Sep 2013</i>	Sweetpotato varieties and their characteristics	08.00-10.30	Olasore/ Peju/ <i>Ted Carey / Jonathan Mkumbira</i>
HEALTH BREAK		10.30-11.00	
	Sweetpotato varieties and their characteristics	11.00-13.00	Olasore / Peju / Ted Carey / Jonathan Mkumbira
LUNCH		13.00-14.00	
	Sweetpotato varieties and their characteristics	14.00-17.00	Olasore / Peju / Ted Carey / Jonathan Mkumbira
<b>DAY 4</b>			
<b>THURSDAY</b> <i>26th Sep 2013</i>	Gender and diversity aspects	08.00-10.30	Iyilade / Aremu / Tessy Madu / Hilda Munyua
HEALTH BREAK		10.30-11.00	
	Gender and diversity aspects	11.00-13.00	Iyilade / Aremu / Tessy Madu / Hilda Munyua
LUNCH		13.00-14.00	
	Nutrition and OFSP	14.00-17.00	Alakoso / Aremu / Marion Adekeye
<b>DAY 5</b>			
<b>FRIDAY</b> <i>27th Sep 2013</i>	Sweetpotato production and crop management	08.00-10.30	Olasore / Kingsley / Olurinde/ <i>Jude Njoku / Jonathan Mkumbira</i>
HEALTH BREAK		10.30-11.00	
	Sweetpotato production and crop management continued	11.00-13.00	Olasore / Kingsley / Olurinde/ <i>Jude Njoku / Jonathan Mkumbira</i>
LUNCH		13.00-14.00	
	Sweetpotato production and crop management continued	14.00-17.00	Olasore / Kingsley / Olurinde/ <i>Jude Njoku / Jonathan Mkumbira</i>

<b>DAY 6</b>			
<b>MONDAY</b> 30 <sup>th</sup> Sep 2013	Sweetpotato pests and diseases and their management	08.00-10.30	Nwachukwu / Peju / Jude Njoku / Jonathan Mkumbira
HEALTH BREAK		10.30-11.00	
	Sweetpotato pests and diseases and their management	11.00-13.00	Nwachukwu / Peju / Jude Njoku / Jonathan Mkumbira
LUNCH		13.00-14.00	
	Sweetpotato pests and diseases and their management	14.00-17.00	Nwachukwu / Peju / Jude Njoku / Jonathan Mkumbira
<b>DAY 7</b>			
<b>TUESDAY</b> 1 <sup>st</sup> Oct 2013	Selecting, preserving and multiplying sweetpotato planting materials	08.00-10.30	Nwachukwu / Alakoso / Jude Njoku / Jonathan Mkumbira
HEALTH BREAK		10.30-11.00	
	Selecting, preserving and multiplying sweetpotato planting materials	11.00-13.00	Nwachukwu / Alakoso / Jude Njoku / Jonathan Mkumbira
LUNCH		13.00-14.00	
	Selecting, preserving and multiplying sweetpotato planting materials	14.00-17.00	Nwachukwu / Alakoso / Jude Njoku / Jonathan Mkumbira
<b>DAY 8</b>			
<b>WEDNESDAY</b> 2 <sup>nd</sup> Oct 2013	Planning a dissemination program	08.00-10.30	Charles / Nwachukwu / Jude Njoku / Jonathan Mkumbira
HEALTH BREAK		10.30-11.00	
	Planning a dissemination program	11.00-13.00	Charles / Nwachukwu / Jude Njoku / Jonathan Mkumbira
LUNCH		13.00-14.00	
	Monitoring and evaluation of OFSP	14.00-17.00	Charles / Kingsley / Godfrey Mulongo / Jude Njoku / Jonathan Mkumbira
<b>DAY 9</b>			
<b>THURSDAY</b> 3 <sup>rd</sup> Oct 2013	Harvesting, processing and post-harvest management	08.00-10.30	Nwachukwu / Idowu / Aremu / Adekeye / Alakoso / Olasore / Jude Njoku / Jonathan Mkumbira
HEALTH BREAK		10.30-11.00	
	Harvesting, processing and post-harvest management	11.00-13.00	Nwachukwu / Idowu / Aremu / Adekeye / Alakoso / Olasore / Jude Njoku / Jonathan Mkumbira
LUNCH		13.00-14.00	
	Harvesting, processing and post-harvest management	14.00-17.00	Nwachukwu / Idowu / Aremu / Adekeye / Alakoso / Olasore / Jude Njoku / Jonathan Mkumbira
<b>DAY 10</b>			
<b>FRIDAY</b> 4 <sup>th</sup> Oct 2013	Planning to train others on “Everything you ever needed to know about sweetpotato” Action plans	08.00-10.00	Anthony Njoku / Hilda Munyua / Jonathan Mkumbira
		10.00-10.30	Farayola / Jude Njoku
HEALTH BREAK		10.30-11.00	
	Participants post-course assessment	11.00-11.30	Kingsley Olurinde / Jonathan Mkumbira
	Course evaluation	11.30-12.00	Olasore, A.A. / Godfrey Mulongo
	Closing and presentation of certificates	12.00-13.00	Afolayan, S.O. / Anthony Njoku / Adiel Mbabu
LUNCH		13.00-14.00	
	Meeting of all facilitators to capture lessons learned	14.00-15.00	Adiel Mbabu / All facilitators

## Appendix 6: Participants introductions and expectations

**Name: Kwabena, BediakoAsare**

**Institution:** International Potato Center, Kumasi, Ghana

**Area of work:** Sweetpotato Seed Specialist

I think my adult learning methodology and facilitation skills are inspiring, good trainer, experience sharing and information sharing, because I have good interpersonal relationship.

**My major expectation** of this course is to know everything about sweetpotato at the end of the training because I have been actively involved in training of farmers in Ghana.

**Name: Jacob Sunday Alabi**

**Institution:** ADP (HQ) Ilorin

**Area of work:** Agricultural Extension Service

At present, after being selected to attend the TOT course on “Everything you ever wanted to know about sweetpotato”, I feel that I am duly recognized as a field worker because I had been working with OFSP for two years.

**My major expectation** of this training course is to have broader knowledge about sweetpotato.

**Name: Anyanwu Goodness Chidi**

**Institution:** Nutrition and Health Research INMTIA

**Area of work:** Grassroot nutrition programs implementation

When I plan training events in a group, I tend to be actively involved in learning and contribution of knowledge. This is why I expect my team members to be committed.

**My major expectation** of this training course is to be well equipped, afterwards to use and impart knowledge acquired on target population, especially using OFSP to combat VAD.

**Name: Ninaogu Edward**

**Institution: National Roots and Crops Research Institute - Umudike**

**Area of work:** At present, after being selected to attend the TOT course on “Everything you ever wanted to know about sweetpotato”, I feel that I am privileged to be a participant in this training workshop because sweetpotato has much potential.

**My major expectation** of this training course is find out ways of meeting up with challenges in sweetpotato production in Nigeria.

**Name: ZaphaniahDanladiMasamari**

**Institution:** Kaduna ADP

**Area of work:** Kaduna (ADP) Zonal (HQ) SamaruKatof

At present, after being selected to attend the TOT course on “Everything you ever wanted to know about sweetpotato”, I feel OK because I’ve never been to ARMTI before.

**My major expectation** of this training course is to know everything I support to, and to train others.

**Name: Oigbo, Andy Oga**

**Institution:** Potato farmers association of Nigeria (POFAN)

**Area of work:** Vine multiplication

I think my adult learning methodology and facilitation skills are in vine multiplication to enhance sweetpotato production because it is from the planting material that sweetpotato production will be improved.

**My major expectation** of this training course is to learn more about planting material, multiplication and value improvement.

**Name: AdelekeAkambiRasaq**

**Institution:** Osun State ADP

**Area of work:** Research

When I plan training events in a group, I tend to be coordinator. This is why I expect my team members to be hard working and cooperative.

**My major expectation** of this training course is to attain skills on how to impart knowledge to the EAS and farmers.

**Name: AmadiOgadinma Christian**

**Institution:** Anpez Center for Environment and Development.

**Area of work:** Agriculture and Rural Development

At present, after being selected to attend the TOT course on “Everything you ever wanted to know about sweetpotato”, I feel that learning more about sweetpotato production because of its nutritional nature.

**My major expectation** of this training course is to broaden my mind on how to produce and manage sweetpotato.

**Name: JimohBliqueesOmobonike**

**Institution:** POGMAN.

**Area of work:** Youth Service Corps and member of POGMAN

In relation to this training, I feel that my organization is expecting me to come first and submit a report.

**My major expectation** of this training course is to know everything about sweetpotato both production process and utilization.

**Name: KonkoboYameogo Charlotte**

**Institution:** Centre National de Recherche Scientifique et Technologie en poste au Département de Technologie Alimentaire (ENIRST / IRSAT / DTA), Ouagadougou, Burkina Faso

**Area of work:** Research and development, technology adoption and value chain

People who really get to know me as someone working on sweetpotato say I have been working on OFSP since 2010.

**My major expectation** of this training course is to attain skills that help combat diseases through the approach of using OFSP, approach for introducing – marketing of OFSP.

**Name: Shehu U. Yahaya**

**Institution:** Bayfro University, Kano

**Area of work:** Agronomist (Teaching & Research)

The aspect of TOT training that I need most to improve in my work is to be versatile – the potential and producing of sweetpotato because OFSP is needed in combating VAD.

**My major expectation** of this training course is to harness the benefits and impact of OFSP to my students and the public at large.

**Name: Victoria Tsekpo**

**Institution:** Ministry of Food and Agriculture, Ghana

**Area of work:** Food security and nutrition

The aspect of TOT training that I need most to improve in my work is sweetpotato production and development of recipes because as part of my responsibilities, I have to promote good nutrition.

**My major expectation** of this training course is to get new recipes on OFSP utilization.

**Name: Nwafor John Nwafor**

**Institution:** Ebonyi State ADP

**Area of work:** Field supervision

During this most important training course that will guide me through adult learning, I feel it will help to know more about OFSP.

**Name: Oke Friday Osmond**

**Institution:** Initiative for Social Change

**Area of work:** Nutrition education and economic strengthening

Most of my colleagues feel my skills related to this activity feel that we have been doing well in the area of nutrition.

**My major expectation** of this training course is to have knowledge on OFSP and nutrition and utilization.

**Name: NafiuAdewale**

**Institution:** NPFS Abuja

**Area of work:** Soil fertility and crop production

I feel that the TOT course will help me to upgrade my knowledge and skills on sweetpotato production and improve my practical experience because it will go a long way to impact positively on my work.

**My major expectation** of this training course is – new technology on sweetpotato production.

**Name: AkejuEytayoAdesina**

**Institution:** Leventis Foundation

**Area of work:** Trainer - Crop

My organization would be more successful in sweetpotato production and utilization if the training on “Everything you ever wanted to know about sweetpotato” is designed in a way that it can be easily disseminated to those at the grassroots. We need to do this now because those we train are mostly semi-literate and they live in the grassroots areas. Accessibility to good planting materials.

**Name: AngoAdamu**

**Institution:** Young Men’s Christian Association (YMCA) Farm Center Obi.

**Area of work:** Agricultural Extension & Training

My organization would be more successful in sweetpotato production and utilization if the training on “Everything you ever wanted to know about sweetpotato” is well facilitated program – proof and how to better it in the ones we have. We need to do this now because it will affect what we need to do later.

**Name: JamilaAzukaldris**

**Institution:** Nasarawa Agricultural Development Programme.

**Area of work:** Agricultural Extension

In relation to this training, I feel that my organization is expecting me to participate in every aspect of the training very well because I will be going to step-down training to farmers and other members of my organization.

**My major expectation** of this training is to effect change in reaching farmers.

**Name: Anim Jerry Jacob**

**Institution:** Asuansi Agric Station, MOFA, Ghana.

**Area of work:** Sweetpotato vine production supervisor.

Most of my colleagues feel that my skills related to sweetpotato training are excellent, interactive and inspiring.

I think this is true because I understood everything.

**My major expectation** of this training is to gain more knowledge about sweetpotato.

**Name:** OluyinkaBadeyo

**Institution:** Partnership for child development (PCD).

**Area of work:** Home-grown school feeding.

In relation to this training, I feel that my organization is expecting me to understand the utilization of OFSP and mobilizing resources to incorporate OFSP in the school feeding menu across Nigeria.

**My major expectation** of this training is to understand everything related to OFSP cultivation and utilization.

**Name:** Aishatu Abubakar

**Institution:** Partnership for child development (PCD).

**Area of work:** Home-grown school feeding.

In relation to this training, I feel that my organization is expecting me to understand the utilization of OFSP and mobilizing resources to incorporate OFSP in the school feeding menu across Nigeria.

**My major expectation** of this training is to understand everything related to OFSP cultivation and utilization.

## **SUMMARY OF EXPECTATIONS**

My major expectation of this training course is:

- to know everything about sweetpotato
- to find out ways of dealing with challenges in sweetpotato production in Nigeria
- to harness the benefits and impact of OFSP
- to acquire skills to be able to impart knowledge to the EAS and farmers
- to be well equipped, afterwards to use and impart knowledge acquired on target population, especially using OFSP to combat VAD
- to broaden my mind on how to produce and manage sweetpotato
- to get new recipes on OFSP utilization
- to have broader knowledge about sweetpotato
- to have knowledge on OFSP and nutrition and utilization
- to help combat diseases through the approach of using OFSP, approach for introducing marketing
- to know everything I support, and to train others
- to learn more about planting material, multiplication and value improvement
- to effect change in reaching farmers
- to gain more knowledge about sweetpotato.
- to understand everything related to OFSP cultivation and utilization.

## Appendix 7: Participants Action Plans

### Second 10-day TOT Course on “Everything you ever wanted to know about sweetpotato” 2013

#### Joy Emi Karo-Dawene

<b>Name:</b> Karo-Dawene	<b>Organization:</b> FMARD, Kwara	<b>Date:</b> 4.10.2013
<i>What were your reasons for taking the course?</i> To be better equipped to effectively advocate the production and consumption (utilization) of sweetpotato (OFSP)		
<i>What is your plan upon completion of the course?</i> First to train MARD (Kwara) extension staff with most of the knowledge received, then collaborate with ADP (Kwara), some identified farmers groups and related NGOs in training farmers in 16 LGAs		
<i>What is the name of the planned course?</i> Many things you should know about sweetpotato - OFSP for health and wealth		
<i>What are the tentative dates for the training?</i>	<i>Start:</i> Feb 2014	<i>End:</i> Mar 2014
<i>Who is the target audience for the course (state category/ies of persons to be trained)?</i> FMARD extension staff, farmers' groups, women groups, students, mothers, house wives, nursery and primary school teachers		
<i>What are the challenges / barriers that you propose to address / reduce by implementing the course?</i> Misconception about OFSP (as a poor person's crop); Vitamin A deficiency in children below 5 years and expectant mothers		
<i>What are the expected outcomes?</i> Get more farmers to cultivate OFSP in Kwara; Get more FMARD extension staff to become trainers on sweetpotato and OFSP; Get more expectant mothers and children below 5 years to consume sweetpotato and OFSP		
<i>How many people do you propose to train?</i> 10-20.		
<i>Who will comprise your training support team?</i> KWADP, FMARD, extension staff, extension staff, HKI, CIP and ARMTI staff		
<i>Estimated budget?</i> Not yet determined	<i>Tentative source of funding?</i> FMARD (Kwara, self, CIP)	
<i>Signature of participant:</i> .....	<i>Signature of training facilitator:</i> .....	
<i>Email address:</i> <a href="mailto:emijoy200@gmail.com">emijoy200@gmail.com</a>	<i>Mobile number:</i> 08035591178	

#### Jacob Sunday Alabi

<b>Name:</b> Jacob Alabi	<b>Organization:</b> Kwara ADP	<b>Date:</b> 4.10.2013
<i>What were your reasons for taking the course?</i> To know everything about sweet potato		
<i>What is your plan upon completion of the course?</i> To disseminate these information at FMT (10 FMT ) and to six farmers groups		
<i>What is the name of the planned course?</i> Advantages of Orange-fleshed sweetpotato		
<i>What are the tentative dates for the training?</i>	<i>Start:</i>	<i>End:</i>
<i>Who is the target audience for the course (state category/ies of persons to be trained)?</i> Local farmers, other E/A, school (Agric) students		
<i>What are the challenges / barriers that you propose to address / reduce by implementing the course?</i> Production level and essentials of OFSP		
<i>What are the expected outcomes?</i> Better understand and more participator farmers		
<i>How many people do you propose to train?</i> About 250 in all		
<i>Who will comprise your training support team?</i> Experts from T.O.T (Attended)		
<i>Estimated budget?</i> Naira 250,000	<i>Tentative source of funding?</i> N/A	
<i>Signature of participant:</i> .....	<i>Signature of training facilitator:</i> .....	
<i>Email address:</i> <a href="mailto:JacobSundayalabi56@gmail.com">JacobSundayalabi56@gmail.com</a>	<i>Mobile number:</i> 08162859976	

### **Anyaninu Goodness Chiri**

<b>Name:</b> Anyaninu Goodness Chiri	<b>Organization:</b> Nutrition & Health Research Institute	<b>Date:</b> 4.10.2013
<i>What were your reasons for taking the course?</i> Capacity building in the OFSP (b) Explore avenues for financial Empowerment (investment) (c) Network for advancement of my career		
<i>What is your plan upon completion of the course?</i> My Plan? Launching of OFSP as a means of combating vitamin A deficiency in schools (b) Training of mothers to plant OFSP in homestead gardens (c) Vine multiplication/ Small scale farming of OFSP		
<i>What is the name of the planned course?</i> Agents of change program (Money, nutrition and Health in sweet potato)		
<i>What are the tentative dates for the training?</i> Start: End:		
<i>Who is the target audience for the course (state category/ies of persons to be trained)?</i> Farmers, Traders , Mothers and School children		
<i>What are the challenges / barriers that you propose to address / reduce by implementing the course?</i> a) Prevalence of Vitamin Diff (b) Debunking of certain myths about S.P (c) Food security in Poor homes (d) Low acceptability of SP as a staple food (e) Poverty		
<i>What are the expected outcomes?</i> a) Over 60% of Households will adopt OFSP in home gardens (b) Incorporate OFSP in their farms (c) OFSP will be seen in the markets and shops (d) More children will be healthy as a result of the nutritional education		
<i>How many people do you propose to train?</i> 20		
<i>Who will comprise your training support team?</i> Nutritionists, agriculturalists and economists		
<i>Estimated budget ?</i> Naira 350,000 <i>Tentative source of funding?</i> Not sure yet		
<i>Signature of participant:</i> ..... <i>Signature of training facilitator:</i> .....		
<i>Email address:</i> <a href="mailto:ganyanuu73@yahoo.com">ganyanuu73@yahoo.com</a> <i>Mobile number:</i> 08084705579		

### **John Nwafor**

<b>Name:</b> John Nwafor	<b>Organization:</b> EGONYISTAT ADP	<b>Date:</b> 4.10.2013
<i>What were your reasons for taking the course?</i> A comprehensive knowledge of OFSP varieties and the vitamin A content		
<i>What is your plan upon completion of the course?</i> Creating awareness among the rural farmers and to increase the vitamin A intake of the rural populate and their income		
<i>What is the name of the planned course?</i> The rural farmers group men and women and members of co-operative societies		
<i>What are the tentative dates for the training?</i> Start: End:		
<i>Who is the target audience for the course (state category/ies of persons to be trained)?</i> Corporate societies, Extension agents		
<i>What are the challenges / barriers that you propose to address / reduce by implementing the course?</i> a) To increase the production of OFSP varieties in our various locality (b) To increase the vine multiplication via the vine multiplier in our community		
<i>What are the expected outcomes?</i> To increase the production of OFSP		
<i>How many people do you propose to train?</i> 50 vine multipliers and 80 OFSP farmers		
<i>Who will comprise your training support team?</i> Agronomist, extension officers and TOT participants in ARMTI		
<i>Estimated budget?</i> Naira 150,000 <i>Tentative source of funding?</i> ADP		
<i>Signature of participant:</i> ..... <i>Signature of training facilitator:</i> .....		
<i>Email address:</i> <a href="mailto:lebeloveopjohn@gmail.com">lebeloveopjohn@gmail.com</a> <i>Mobile number:</i> 08063879006		

### Sophia N. Dawarga

<b>Name:</b> Sophia N. Dawarga	<b>Organization:</b> FMARD	<b>Date:</b> 4.10.2013
<i>What were your reasons for taking the course?</i> My reasons are to have a wide knowledge about the new varieties of sweet potato especially OFSP and its nutritional value		
<i>What is your plan upon completion of the course?</i> Training stakeholders (farmers) in OFSP root production, serving as a food security crop, its diverse processing end product and nutritional content		
<i>What is the name of the planned course?</i> OFSP Production		
<i>What are the tentative dates for the training?</i> Start: End: December		
<i>Who is the target audience for the course (state category/ies of persons to be trained)?</i> Farmers (men/women), women in agriculture in my locality		
<i>What are the challenges / barriers that you propose to address / reduce by implementing the course?</i> Low yield of root production myths about SP in our various geographical locations through gender diversity		
<i>What are the expected outcomes?</i> To create awareness in SP production its financial enhancement in our societies, alternative advantage in combating VAD as compared to vitamin A capsules		
<i>How many people do you propose to train?</i> 20		
<i>Who will comprise your training support team?</i> Agronomists, extension agents in my locality		
<i>Estimated budget?</i> Naira 80,0000 <i>Tentative source of funding?</i> FMARD		
<i>Signature of participant:</i> ..... <i>Signature of training facilitator:</i> .....		
<i>Email address:</i> <a href="mailto:sdwarga230@gmail.com">sdwarga230@gmail.com</a> <i>Mobile number:</i> +2348038045813		

### AngoAdamu

<b>Name:</b> AngoAdamu	<b>Organization:</b> YMCA Lafia	<b>Date:</b> 4.10.2013
<i>What were your reasons for taking the course?</i> To be empowered on OFSP to help farmers to learn and identify the potentials in OFSP to improve health and socio economic welfare of small scale farmers. To be practically convinced that OFSP can help reduce vitamin A deficiency		
<i>What is your plan upon completion of the course?</i> First phase to train staff (6) 5NYSC agriccorp serving with and 10 potato farmers. Second phase to train interested NGOs , potato women and men, farmers groups, YMCA, Agric Center and interested individuals		
<i>What is the name of the planned course?</i> Production of OFSP multiplication, importance of OFSP in reducing Vitamin A pest		
<i>What are the tentative dates for the training?</i> Start: November End: December		
<i>Who is the target audience for the course (state category/ies of persons to be trained)?</i> YMCA Agric staff selected potato farmers, NYSC agric corps, NGOs and interested individuals		
<i>What are the challenges / barriers that you propose to address / reduce by implementing the course?</i> Create awareness on vitamin A deficiency, Introduce OFSP to address reduce the issue start vine multiplication and dissemination and address improved ways of OFSP production		
<i>What are the expected outcomes?</i> Awareness creation on Vitamin A deficiency, sensitize and mobilize potato farmers to include OFSP to help them know how to multiply clean planting materials.		
<i>How many people do you propose to train?</i> First phase 25 persons, 12 females and 13 males . Second phase 100 farmers, 4 NGOs and interested individuals		
<i>Who will comprise your training support team?</i> Mrs. Peiju and Mr. Olasore		
<i>Estimated budget?</i> 1 <sup>ST</sup> Phase Naira 250,650 <i>Tentative source of funding?</i> Internal and RAC Support 2 <sup>nd</sup> Phase Naira 470,000		
<i>Signature of participant:</i> ..... <i>Signature of training facilitator:</i> .....		
<i>Email address:</i> <a href="mailto:angoadamn2002@yahoo.com">angoadamn2002@yahoo.com</a> <i>Mobile number:</i> 0803629686		

**Abubakar H. Inuwa**

<b>Name:</b> Abubakar H. Inuwa	<b>Organization:</b> ICRISAT-Kano	<b>Date:</b> 4.10.2013
<i>What were your reasons for taking the course?</i> Quest to know things concerning OFSP sweet potato and its potential		
<i>What is your plan upon completion of the course?</i> I plan to train them especially on production management and utilization		
<i>What is the name of the planned course?</i> Exploring the potentials of orange fleshed sweet potato (OFSP)		
<i>What are the tentative dates for the training?</i> Start: 14-10-2013 End:		
<i>Who is the target audience for the course (state category/ies of persons to be trained)?</i> Extension agents and research technicians		
<i>What are the challenges / barriers that you propose to address / reduce by implementing the course?</i> Production management, dissemination and utilization		
<i>What are the expected outcomes?</i> Present of OFSP varieties in Kano state and later in KKM sites will enhance utilization		
<i>How many people do you propose to train?</i> 12 and later 100 farmers		
<i>Who will comprise your training support team?</i> Dr, Hakeem Ajjeijbe, Dr. ShehuYahaya, Mal Abdurrahman Musa, Hadija Hafsat Ibrahim		
<i>Estimated budget ?</i> N 486,70 <i>Tentative source of funding?</i> ICISAT & CIP		
<i>Signature of participant:</i> ..... <i>Signature of training facilitator:</i> .....		
<i>Email address:</i> <a href="mailto:ashinuwa@yahoo.com">ashinuwa@yahoo.com</a> <i>Mobile number:</i> 08067119287		

**Victoria Ngozi Okeahialam**

<b>Name:</b> Okeahialam Ngozi Victoria	<b>Organization:</b> FMARD	<b>Date:</b> 4.10.2013
<i>What were your reasons for taking the course?</i> To step down the awareness of the potentials of sweet potato OFSP to common man		
<i>What is your plan upon completion of the course?</i> To train rural women and farmers on the potentials of OFSP in combating VAD and economic empowerment		
<i>What is the name of the planned course?</i> Reducing VAD levels among children under 5 and breast feeding women using OFSP		
<i>What are the tentative dates for the training?</i> Start: Dec 2013 End: Oct 2014		
<i>Who is the target audience for the course (state category/ies of persons to be trained)?</i> Rural women/farmers		
<i>What are the challenges / barriers that you propose to address / reduce by implementing the course?</i> Increased amount of vitamin A among Nigerian children		
<i>What are the expected outcomes?</i> To understand various ways of preparing OFSP based foods for children and understanding available options for economic empowerment among rural women		
<i>How many people do you propose to train?</i> 200		
<i>Who will comprise your training support team?</i> Agronomists, nutritionists and child care personnel		
<i>Estimated budget?</i> Naira 500,000 <i>Tentative source of funding?</i> Self		
<i>Signature of participant:</i> ..... <i>Signature of training facilitator:</i> .....		
<i>Email address:</i> <a href="mailto:ngozisweetheart@yahoo.com">ngozisweetheart@yahoo.com</a> <i>Mobile number:</i> 08036744875		

**Christian OgadinmaAmadi**

<b>Name:</b> Christian Amadi	<b>Organization:</b> Anpez Centre for Env & Dev	<b>Date:</b> 4.10.2013
<i>What were your reasons for taking the course?</i> To know everything about sweet potato especially the OFSP varieties		
<i>What is your plan upon completion of the course?</i>		
<i>What is the name of the planned course?</i> Orange fleshed sweet potato (OFSP) and nutrition		
<i>What are the tentative dates for the training?</i> Start: End:		
<i>Who is the target audience for the course (state category/ies of persons to be trained)?</i> Colleagues and rural farmers		
<i>What are the challenges / barriers that you propose to address / reduce by implementing the course?</i> Vitamin A deficiency in children under the age of 5 and myths about sweet potato production and consumption		
<i>What are the expected outcomes?</i> Higher consumption rate of OFSP; More areas of land cultivated with OFSP; Availability of OFSP in the local market		
<i>How many people do you propose to train?</i> 30 people (10 of my colleagues and 20 rural farmers)		
<i>Who will comprise your training support team?</i> Colleagues , some TOT points in OFSP and professionals in sweet potato nutrition		
<i>Estimated budget?</i> N 450,000 <i>Tentative source of funding?</i> Anpez and RAC		
<i>Signature of participant:</i> .....		<i>Signature of training facilitator:</i> .....
<i>Email address:</i> <a href="mailto:cris_amadi@yahoo.com">cris_amadi@yahoo.com</a>		<i>Mobile number:</i> +2348034113908

**Adeleke Akanbi R.**

<b>Name:</b> Adeleke Akanbi	<b>Organization:</b> ADP	<b>Date:</b> 4.10.2013
<i>What were your reasons for taking the course?</i> AS Crop scientists & AS farmer; To increase production of potato: To know some things about S.P		
<i>What is your plan upon completion of the course?</i> Feedback report: Creation of awareness to stakeholders; Source for finance		
<i>What is the name of the planned course?</i> Production and management of orange flesh sweet potato as a source of vitamin A		
<i>What are the tentative dates for the training?</i> Start: Feb 24 End: Oct 2014		
<i>Who is the target audience for the course (state category/ies of persons to be trained)?</i> Farmers, youth in agriculture, extension officers in ADP, Extension officer in LGS (30 LGS) and health officers		
<i>What are the challenges / barriers that you propose to address / reduce by implementing the course?</i> Scarcity in production of sweet potato and increase production and address food security		
<i>What are the expected outcomes?</i> Increase in yield of Orange flesh sweet potato		
<i>How many people do you propose to train?</i> 40 people		
<i>Who will comprise your training support team?</i> Agronomist, Entomologist, M&E officer, health officer		
<i>Estimated budget?</i> N 450,000 <i>Tentative source of funding?</i> ADP/ State CWVT		
<i>Signature of participant:</i> .....		<i>Signature of training facilitator:</i> .....
<i>Email address:</i> <a href="mailto:adeleke_rasaq@yahoo.co.uk">adeleke_rasaq@yahoo.co.uk</a>		<i>Mobile number:</i> 08034470902

**Anim Jerry Jacob**

<b>Name:</b> Anim Jerry Jacob	<b>Organization:</b> Ministry of Agriculture	<b>Date:</b> 4.10.2013
<i>What were your reasons for taking the course?</i> I took part in it in order to gain more knowledge in OFSP production and utilization in order to put it in practice to help my ministry and farmers		
<i>What is your plan upon completion of the course?</i> Is to train farmers and Agric extension officers about OFSP production and utilization		
<i>What is the name of the planned course?</i> OFSP for good health and wealth		
<i>What are the tentative dates for the training?</i> Start: 16/12/13 End:		
<i>Who is the target audience for the course (state category/ies of persons to be trained)?</i> Extension officers and farmers		
<i>What are the challenges / barriers that you propose to address / reduce by implementing the course?</i> Market acceptability		
<i>What are the expected outcomes?</i> Farmers and consumers to know the various recipes that can be obtained from OFSP		
<i>How many people do you propose to train?</i> 100 (10 AEAs and 90 farmers)		
<i>Who will comprise your training support team?</i> Kwabena Asare, CIP Ghana; Victoria Tsekpo Ministry of Agric, Ghana		
<i>Estimated budget?</i> GHC 3000 <i>Tentative source of funding?</i> MOFA Ghana & RAC Ghana		
<i>Signature of participant:</i> ..... <i>Signature of training facilitator:</i> .....		
<i>Email address:</i> <a href="mailto:animjerry@gmail.com">animjerry@gmail.com</a> <i>Mobile number:</i> +2332343757949		

**Victoria Tsekpo**

<b>Name:</b> Victoria Tsekpo	<b>Organization:</b> MOFA Ghana	<b>Date:</b> 4.10.2013
<i>What were your reasons for taking the course?</i> To gain new knowledge in sweet potato (OFSP) especially utilization		
<i>What is your plan upon completion of the course?</i> (a) Participate in national exhibitions with sweet potato products and handouts of recipes used (b) Train MOFA/ WAD staff in regions where sweet potato is grown on utilization		
<i>What is the name of the planned course?</i> OFSP Processing and utilization		
<i>What are the tentative dates for the training?</i> Start: End:		
<i>Who is the target audience for the course (state category/ies of persons to be trained)?</i> The general public and regional and district MOFA / WAD staff		
<i>What are the challenges / barriers that you propose to address / reduce by implementing the course?</i> Knowledge on OFSP utilization		
<i>What are the expected outcomes?</i> Awareness creation and increased knowledge on OFSP utilization		
<i>How many people do you propose to train?</i> 25 to 30 people (WAD Staff) plus at least 40 people through exhibitions		
<i>Who will comprise your training support team?</i> The team from Ghana with support from Dr. Ted		
<i>Estimated budget?</i> GHC 20,000 <i>Tentative source of funding?</i> Annual budget with support from CIP		
<i>Signature of participant:</i> ..... <i>Signature of training facilitator:</i> .....		
<i>Email address:</i> <a href="mailto:vidsekpoe@yahoo.com">vidsekpoe@yahoo.com</a> <i>Mobile number:</i> +233206481238		

**Zaphania Danladi Maisamari**

<b>Name:</b> Zaphania Danladi Maisamari	<b>Organization:</b> Kaduna ADP	<b>Date:</b> 4.10.2013
<i>What were your reasons for taking the course?</i> Is to build a capacity on the production and utilization of OFSP		
<i>What is your plan upon completion of the course?</i> Create awareness of farmers, students, SMS , Extension staff		
<i>What is the name of the planned course?</i> Production and processing of OFSP		
<i>What are the tentative dates for the training?</i> Start: 15-01-014 End:		
<i>Who is the target audience for the course (state category/ies of persons to be trained)?</i> Youth, Men, Women and NGO		
<i>What are the challenges / barriers that you propose to address / reduce by implementing the course?</i> Fund to step down the training and OFSP vine for OFSP production		
<i>What are the expected outcomes?</i> The expectation is to convince the participant from the negative perception they have about OFSP		
<i>How many people do you propose to train?</i> 40 people		
<i>Who will comprise your training support team?</i> Extension agent, community leaders, agronomists & women in agriculture (WIA)		
<i>Estimated budget?</i> N 500,000 <i>Tentative source of funding?</i> State Government		
<i>Signature of participant:</i> .....		<i>Signature of training facilitator:</i> .....
<i>Email address:</i>		<i>Mobile number:</i> 08152995999

**Dr. Shehu U. Yahaya.**

<b>Name:</b> Shehu U. Yahaya	<b>Organization:</b> Bayero Univ, Kano	<b>Date:</b> 4.10.2013
<i>What were your reasons for taking the course?</i> To be versatile in the aspects of advocating / proposing as well as dissemination of OFSP production		
<i>What is your plan upon completion of the course?</i> To introduce, evaluate various OFSP varieties in the Sahel (KKM sites) through teaching / research by both my undergraduate and postgraduate students. Also effort will be made to step down the training in collaboration with ICRISAT (Kano) and KNARDA		
<i>What is the name of the planned course?</i> Introduction of OFSP to Sahel (KKM Sites) for decreased vitamin A deficiency		
<i>What are the tentative dates for the training?</i> Start: Sept 2014 End: Oct 2014		
<i>Who is the target audience for the course (state category/ies of persons to be trained)?</i> Village extension agents from KNARDA, students		
<i>What are the challenges / barriers that you propose to address / reduce by implementing the course?</i> Introduction/ multiplication to third level of the vines as well as establishment of demonstration plot		
<i>What are the expected outcomes?</i> Participants to be acquainted with the benefits, production of vines/ roots technology as well as its associated management strategies		
<i>How many people do you propose to train?</i> At least 10-15		
<i>Who will comprise your training support team?</i> ICRISAT, KNARDA & BUK		
<i>Estimated budget?</i> To be estimated later <i>Tentative source of funding?</i> ICRISAT/Dr. Ted Carey (CIP)		
<i>Signature of participant:</i> .....		<i>Signature of training facilitator:</i> .....
<i>Email address:</i> <a href="mailto:suyahya2007@yahoo.com">suyahya2007@yahoo.com</a>		<i>Mobile number:</i> 08036558592

**Asare K. Bediako**

<b>Name:</b> Asare K. Bediako	<b>Organization:</b> CIP Ghana	<b>Date:</b> 4.10.2013
<i>What were your reasons for taking the course?</i> To build up my knowledge of sweet potato production, storage and utilization. To acquire training skills.		
<i>What is your plan upon completion of the course?</i> To train AEAs, NGOs, farmers and community based organizations to effectively and efficiently produce, store and processes OFSP roots		
<i>What is the name of the planned course?</i> Sweet potato vine and root production training		
<i>What are the tentative dates for the training?</i> Start: 2/12/13 End:7/12/13		
<i>Who is the target audience for the course (state category/ies of persons to be trained)?</i> Agricultural extension agents, NGOs, community based organizations and farmers		
<i>What are the challenges / barriers that you propose to address / reduce by implementing the course?</i> Scarcity of OFSP planting material, Low patronage of OFSP, few available recipes from OFSP		
<i>What are the expected outcomes?</i> To increase production of OFSP, to provide adequate quantity of OFSP vines at the times farmers are ready to plant. To develop different recipes from OFSP		
<i>How many people do you propose to train?</i> 100 people		
<i>Who will comprise your training support team?</i> Agronomists, food scientists and nutritionists		
<i>Estimated budget?</i> GHC 5000 <i>Tentative source of funding?</i> CIP (RAC)		
<i>Signature of participant:</i> .....		<i>Signature of training facilitator:</i> .....
<i>Email address:</i> <a href="mailto:asbed85@yahoo.com">asbed85@yahoo.com</a>		<i>Mobile number:</i> +233243656557

**Ogigbo Andy Oga**

<b>Name:</b> Ogigbo Andy Oga	<b>Organization:</b> POFAN	<b>Date:</b> 4.10.2013
<i>What were your reasons for taking the course?</i> My main reason of training this course is to build my capacity on the production and utilization of OFSP and in turn create awareness on it		
<i>What is your plan upon completion of the course?</i> To create market demand for orange fleshed sweet potato by creating awareness on the utilization of OFSP among farmers		
<i>What is the name of the planned course?</i> Total value chain in OFSP production and utilization		
<i>What are the tentative dates for the training?</i> Start: 13-01-2014 End:16-01-2014		
<i>Who is the target audience for the course (state category/ies of persons to be trained)?</i> Leaders of farmers cooperatives and extension agents		
<i>What are the challenges / barriers that you propose to address / reduce by implementing the course?</i> Underutilization of sweet potato, low market demand of OFSP and the notion by people about sweet potato being diabetes		
<i>What are the expected outcomes?</i> To convince the participants from the negative perception about sweet potato to positive by creating the necessary awareness in them about the prospects of OFSP		
<i>How many people do you propose to train?</i> 30		
<i>Who will comprise your training support team?</i> Extension officers, economists, agronomists and nutritionists		
<i>Estimated budget?</i> N 1,500,000 <i>Tentative source of funding?</i> CIP, POFAN		
<i>Signature of participant:</i> .....		<i>Signature of training facilitator:</i> .....
<i>Email address:</i> <a href="mailto:ogaogigbo@yahoo.com">ogaogigbo@yahoo.com</a>		<i>Mobile number:</i> 07068427298, 08082856620

**Jimoh Bliqeess**

<b>Name:</b> Jimoh Baliqus	<b>Organization:</b> POGPMAN	<b>Date:</b> 4.10.2013
<i>What were your reasons for taking the course?</i> To know more about sweet potato and to pass it across other farmers and to create awareness of better carotene		
<i>What is your plan upon completion of the course?</i> To engage in production of sweet potato and creating awareness of vitamin A and better carotene		
<i>What is the name of the planned course?</i> Production of orange flesh sweet potato at farmers levels		
<i>What are the tentative dates for the training?</i> Start: 24-03-2014 End: 28-03-2014		
<i>Who is the target audience for the course (state category/ies of persons to be trained)?</i> The farmers, health officer, training of co-participant		
<i>What are the challenges / barriers that you propose to address / reduce by implementing the course?</i> Food scarcity and vitamin A deficiency		
<i>What are the expected outcomes?</i> Increase in food production, decrease in vitamin A deficiency, Many farmers we go into production		
<i>How many people do you propose to train?</i> 20-30 people		
<i>Who will comprise your training support team?</i> Agronomist, health officer, male and female people from monitoring & evaluation officer		
<i>Estimated budget?</i> N 200,000 <i>Tentative source of funding?</i> Government		
<i>Signature of participant:</i> .....		<i>Signature of training facilitator:</i> .....
<i>Email address:</i>		<i>Mobile number:</i> 07068512000

**Edward Ngozi Nwaogu**

<b>Name:</b> Dr. Eddy Nwaogu	<b>Organization:</b> NRCRI Umudike	<b>Date:</b> 4.10.2013
<i>What were your reasons for taking the course?</i> Information sharing on soil fertility in OFSP production and designing of suitable intervention measures based on collective experience		
<i>What is your plan upon completion of the course?</i> To train ADP SMEs farmers and secondary school students on different available technologies for maintaining soil fertility for sustainable OFSP production in Nigeria		
<i>What is the name of the planned course?</i> Soil fertility management approaches for sustainable OFSP production in Nigeria		
<i>What are the tentative dates for the training?</i> Start: November 013 End: November 2014		
<i>Who is the target audience for the course (state category/ies of persons to be trained)?</i> SMEs of ADPs, farmers, secondary school students		
<i>What are the challenges / barriers that you propose to address / reduce by implementing the course?</i> Low yield of OFSP in different eco-zones of Nigeria; Indiscriminate fertilizer production resulting in water pollution		
<i>What are the expected outcomes?</i> Understand different methods of soil fertility management for sustainable OFSP production in Nigeria. Understand the principles, methods and technicalities in nutrient balancing of soil in OFSP production		
<i>How many people do you propose to train?</i> 444 people		
<i>Who will comprise your training support team?</i> Agronomist, extension agents, teachers		
<i>Estimated budget?</i> N 1,000,000 <i>Tentative source of funding?</i> NRCRI/NADP/RAC		
<i>Signature of participant:</i> .....		<i>Signature of training facilitator:</i> .....
<i>Email address:</i> <a href="mailto:eddynwaogu2012@yahoo.com">eddynwaogu2012@yahoo.com</a>		<i>Mobile number:</i> +2348035426788

**Austin Adedamola Adegoke**

<b>Name:</b> Adegoke A. Adedamola	<b>Organization:</b> FMARD	<b>Date:</b> 4.10.2013
<i>What were your reasons for taking the course?</i> To acquire more knowledge on OFSP to serve as a change agent		
<i>What is your plan upon completion of the course?</i> I already have a planted farm with OFSP varieties which will be used as a demonstration plot for the villagers		
<i>What is the name of the planned course?</i> I will take them on seed selection, multiplication, harvesting and post-harvest and pest and disease management		
<i>What are the tentative dates for the training?</i>	<i>Start:</i> 11-11-2013	<i>End:</i> 11-12-2013
<i>Who is the target audience for the course (state category/ies of persons to be trained)?</i> The local farmers, youth and women within the village where the farm is located		
<i>What are the challenges / barriers that you propose to address / reduce by implementing the course?</i> The challenge of vines multiplication, production and management of OFSP		
<i>What are the expected outcomes?</i> The trained farmers should be able to use the net tunnels for rapid multiplication of vines for conservation		
<i>How many people do you propose to train?</i> 20 farmers (youth and women)		
<i>Who will comprise your training support team?</i> Myself and two other persons		
<i>Estimated budget?</i> N 100,000	<i>Tentative source of funding?</i> FMARD	
<i>Signature of participant:</i> .....	<i>Signature of training facilitator:</i> .....	
<i>Email address:</i> <a href="mailto:triplea4you@yahoo.com">triplea4you@yahoo.com</a>	<i>Mobile number:</i> 08029104044	

**Hannatu Abubakar**

<b>Name:</b> Hanatu Abubakar	<b>Organization:</b> NPFS	<b>Date:</b> 4.10.2013
<i>What were your reasons for taking the course?</i> I am a nutritionist and want people to know about a balanced diet		
<i>What is your plan upon completion of the course?</i> To tell them the level of vitamin A deficiency, the important uses on children and adults		
<i>What is the name of the planned course?</i> OFSP as a vitamin A deficiency and balanced diet in gender aspect of households		
<i>What are the tentative dates for the training?</i>	<i>Start:</i> 28-02-2014	<i>End:</i> 06-03-2014
<i>Who is the target audience for the course (state category/ies of persons to be trained)?</i> School children, farmers, home		
<i>What are the challenges / barriers that you propose to address / reduce by implementing the course?</i> How to generate money in stepping down the workshop		
<i>What are the expected outcomes?</i> To have a high level of vitamin A deficiency in participant and to educate them on how to generate income in OFSP		
<i>How many people do you propose to train?</i> 30		
<i>Who will comprise your training support team?</i> My office, National programme for Agriculture & food security		
<i>Estimated budget?</i>	<i>Tentative source of funding?</i>	
<i>Signature of participant:</i> .....	<i>Signature of training facilitator:</i> .....	
<i>Email address:</i> <a href="mailto:HannatuGawu2010@yahoo.com">HannatuGawu2010@yahoo.com</a>	<i>Mobile number:</i> 08035889075	

**Charlotte Yaméogo Konkobo**

<b>Name:</b> Charlotte Konkobo	<b>Organization:</b> Centre National de Recherche Scientifique et Technologie	<b>Date:</b> 4.10.2013
<i>What were your reasons for taking the course?</i> Improve the development of OFSP value chain in Burkina Faso		
<i>What is your plan upon completion of the course?</i> For the last three months of 2013 I will train on this topic: 4,6,7,8,,9 and 10		
<i>What is the name of the planned course?</i> Sweet potato varieties nutrition, processing and entrepreneurship		
<i>What are the tentative dates for the training?</i> Start: October 2013 End: December 2014		
<i>Who is the target audience for the course (state category/ies of persons to be trained)?</i> Famers, SMEs, consumers, students, boarding school and school canteens		
<i>What are the challenges / barriers that you propose to address / reduce by implementing the course?</i> Pest and disease managements, planning multiplication and dissemination strategy – processing and using nutrition value of OFSP, gender and diversity aspect, monitoring of OFSP dissemination		
<i>What are the expected outcomes?</i> Improve the availability of good vines; Develop/ diversify the usages of OFSP; Increase the consumption of OFSP		
<i>How many people do you propose to train?</i> 300 and 3000 for information on OFSP		
<i>Who will comprise your training support team?</i> Agronomist, seed selection, technologist/ food scientist and economist		
<i>Estimated budget?</i> USD 25,000 <i>Tentative source of funding?</i> Mc Knight foundation and other projects		
<i>Signature of participant:</i> ..... <i>Signature of training facilitator:</i> .....		
<i>Email address:</i> <a href="mailto:jcharma@yahoo.fr">jcharma@yahoo.fr</a> <i>Mobile number:</i> +226704222188		

**Oke Friday O**

<b>Name:</b> Oke Friday O.	<b>Organization:</b> VOFCA	<b>Date:</b> 4.10.2013
<i>What were your reasons for taking the course?</i> To have a clear understanding of sweet potato and new variety of OFSP that have vitamin A added to other vitamins in sweet potato		
<i>What is your plan upon completion of the course?</i> To address the problem of vitamin A deficiency among the children under the age of 5 years jointly with our locality		
<i>What is the name of the planned course?</i> Good nutrition, good health: Understanding the secret of vitamin A OFSP and incorporating OFSP in our children's menu		
<i>What are the tentative dates for the training?</i> Start: 28-10-2013 End: 01-11-2013		
<i>Who is the target audience for the course (state category/ies of persons to be trained)?</i> Household heads, care givers and child headed family (adults)		
<i>What are the challenges / barriers that you propose to address / reduce by implementing the course?</i> Vitamin A deficiency among children under 5 years of age. Addressing the issue of sweet potato being poor main food. Advocate for incorporation of OFSP in our children's menu to reduce vitamin A deficiency		
<i>What are the expected outcomes?</i> The case of vitamin A deficiency among our children will be drastically reduced		
<i>How many people do you propose to train?</i> 100 care givers		
<i>Who will comprise your training support team?</i> Nutritionist, monitoring and evaluation officer, programmer and promoters		
<i>Estimated budget?</i> N 90,000 <i>Tentative source of funding?</i> Community stakeholders and RAC		
<i>Signature of participant:</i> ..... <i>Signature of training facilitator:</i> .....		
<i>Email address:</i> <a href="mailto:okeosmondo@gmail.com">okeosmondo@gmail.com</a> <i>Mobile number:</i> 08068950384		

### ***JamilaAzukaIdris***

<b>Name:</b> Jamila A. Idris	<b>Organization:</b> NAS-ADP	<b>Date:</b> 4.10.2013
<i>What were your reasons for taking the course?</i> To build the capacity of implementing agencies to implement technically strong cost effective interventions that derive uptake of OFSP and to Compact vitamin A deficiency		
<i>What is your plan upon completion of the course?</i> To create awareness of OFSP to all the trainers; To build their coalition; Evaluate result situations; If desired policy changes occur, monitored and implementation		
<i>What is the name of the planned course?</i> Vine production		
<i>What are the tentative dates for the training?</i> Start: 04-03-2013 End: 09-03-2014		
<i>Who is the target audience for the course (state category/ies of persons to be trained)?</i> Generally the farmers; the number of farmers producing sweet potato, extension agents health workers and consumers of OFSP		
<i>What are the challenges / barriers that you propose to address / reduce by implementing the course?</i> Lack of access to virus and pest free clean planting materials; Lack of improved varieties adapted to local environments; Damage due to sweet potato weevils; Poor development of products and potential markets: Poor agronomic practices		
<i>What are the expected outcomes?</i> All the farmers, extension agents who are producing sweet potato, health workers and the OFSP consumers to accept going into OFSP production. Health workers to help deliver the OFSP important to pregnant and breastfeeding mothers coming to their clinics/hospitals		
<i>How many people do you propose to train?</i> 2000 people		
<i>Who will comprise your training support team?</i> Village extension agents, SMS on crops, AEOs and assistant deputy director of extension		
<i>Estimated budget?</i> Review later <i>Tentative source of funding?</i> Organizer of training & NAS-ADP		
<i>Signature of participant:</i> ..... <i>Signature of training facilitator:</i> .....		
<i>Email address:</i> <a href="mailto:jamila3ukaidris@gmail.com">jamila3ukaidris@gmail.com</a> <i>Mobile number:</i> 08060629990		

### ***Nafiu Adewale***

<b>Name:</b> Nafiu Adewale	<b>Organization:</b> WPFS Abuja	<b>Date:</b> 3.10.2013
<i>What were your reasons for taking the course?</i> To know everything about sweet potato from production, utilization/ processing to adding values		
<i>What is your plan upon completion of the course?</i> Firstly I would submit a detailed back to office report on everything I learned from my training to the head of my organization through head of my component (Agricultural productivity enhancement) followed by a step-down training to my colleagues in APE component especially to the national facilitators and technical assistants who are subject to matter specialists in the following areas: Nutrition and health, agro-processing engineering, tractorization, soil fertility and animal production and health. Secondly, the second round of step down training would be for the extension agents site managers from NPFS sites in the 6 geographical zones of the country to carry out on farm demonstrations to improve the yield of OFSP using complementary se of organic and NPK fertilizer		
<i>What is the name of the planned course?</i> “OFSP is a must for everyone” or “OFSP: Alternative to food security and wealth creation”. Emphasis would be on land production, nutrition and processing aspects		
<i>What are the tentative dates for the training?</i> Start: 4-11-2013 End: 6-11-2013 5-11-2014 7-05-2014		
<i>Who is the target audience for the course (state category/ies of persons to be trained)?</i> The first step down is for SMS in nutrition, animal production and health, agro pro-processing, soil fertility. They second step down training is for one EA and one site manager in the six geopolitical zones		
<i>What are the challenges / barriers that you propose to address / reduce by implementing the course?</i> Debunk the myths about SP using OFSP. To create awareness of vitamin A in OFSP to combat night blindness in children. To increase the yield of OFSP in tons per hectare to address low productivity and lastly processing		
<i>What are the expected outcomes?</i> Increase consumption of vitamin A foods including OFSP. Increased yield of OFSP in tons per hectare. Increased income for farmers cultivating sweet potato		
<i>How many people do you propose to train?</i> First step down 15 people (5 female youth, 1 female adult, 5 male youth, 5 male adult). Second step down training 12 people (6 males, 6 females)		

<i>Who will comprise your training support team?</i> Nutritionist trained on OFSP and myself as the agronomist	
<i>Estimated budget?</i> N 400,000	<i>Tentative source of funding?</i> NPFS (APE component)
<i>Signature of participant:</i> .....	<i>Signature of training facilitator:</i> .....
<i>Email address:</i> <a href="mailto:husken2@gmail.com">husken2@gmail.com</a>	<i>Mobile number:</i> 08098171175 / 08055267920

### **Akeju Eytayo**

<b>Name:</b> Akeju Eytayo	<b>Organization:</b> Leventis Foundation	<b>Date:</b> 3.10.2013
<i>What were your reasons for taking the course?</i> To learn as much as I can about the orange fleshed sweet potato and to learn about the agronomic practices involved in its production		
<i>What is your plan upon completion of the course?</i> I intend to step down what I have learnt to members of the crop and rural enterprise department of my school who will then step it down to the students in their schools. This is the mandate given to be by the management of the foundation in sending me down for this course		
<i>What is the name of the planned course?</i> The A-Z of orange flesh sweet potato: Combating food insecurity in Nigeria		
<i>What are the tentative dates for the training?</i> Start: March 2014 (1 week) End: March 2014		
<i>Who is the target audience for the course (state category/ies of persons to be trained)?</i> The training will be given to the crop production and rural enterprise trainers in the school who will then disseminate the information received to the trainees at their various schools		
<i>What are the challenges / barriers that you propose to address / reduce by implementing the course?</i> Food insecurity in Nigeria; improve income generating opportunities; educate people on its vitamin A status		
<i>What are the expected outcomes?</i> Participants will understand all there is to know about OFSP especially in the areas of agronomic production, processing and marketing while emphasizing its nutritional value and many uses		
<i>How many people do you propose to train?</i> 12 people		
<i>Who will comprise your training support team?</i> Some members of the ARMTI training group		
<i>Estimated budget?</i> N 200,000 <i>Tentative source of funding?</i> Leventis Foundation head office		
<i>Signature of participant:</i> .....		<i>Signature of training facilitator:</i> .....
<i>Email address:</i> <a href="mailto:akegneyifayo@yahoo.com">akegneyifayo@yahoo.com</a>		<i>Mobile number:</i> 08038574868

**Oluyinka Badejo**

<b>Name:</b> Oluyinka Badejo	<b>Organization:</b> POD	<b>Date:</b> 4.10.2013
<i>What were your reasons for taking the course?</i> To learn and understand everything sweet potato. To learn on how to effectively cascade the training received to fellow colleagues and the targeted audience		
<i>What is your plan upon completion of the course?</i> Identify the Osun state empowered farmers co-op groups and school feeding vendors co-op groups across the six zones. Secondly to sensitize the groups on OFSP benefits, production and utilization in all the zones sequentially		
<i>What is the name of the planned course?</i> A sensitization workshop on benefits of OFSP for health and income generation		
<i>What are the tentative dates for the training?</i>	<i>Start:</i>	<i>End:</i>
<i>Who is the target audience for the course (state category/ies of persons to be trained)?</i> Empowered quick impact intervention programme farmers' co-operative group and the school feeding food vendors in Osun		
<i>What are the challenges / barriers that you propose to address / reduce by implementing the course?</i> Low awareness about OFSP benefits in combating VAD and reducing food insecurity in Osun state		
<i>What are the expected outcomes?</i> Raise awareness on OFSP benefits; Mobilize resources for OFSP resources for incorporation of OFSP into Osun state school feeding programme food menu. Create a stable and predictable demand for OFSP across Osun state		
<i>How many people do you propose to train?</i> 700 members of farmers co-op group and food vendors across the six zones in Osun state		
<i>Who will comprise your training support team?</i> PCD Nigeria, School feeding agric desk officer, OIIP office, ministry of agriculture, ministry of commerce and partners		
<i>Estimated budget?</i> N 1,500,000	<i>Tentative source of funding?</i> Partners/Government/CIP	
<i>Signature of participant:</i> .....	<i>Signature of training facilitator:</i> .....	
<i>Email address:</i> <a href="mailto:m.badejoh@hgsf_global.org">m.badejoh@hgsf_global.org</a>	<i>Mobile number:</i> +2348069291065	

**Aishatu Abubakar**

<b>Name:</b> Aisha Abubakar	<b>Organization:</b> FCT ADP GILADA Abuja	<b>Date:</b> 4.10.2013
<i>What were your reasons for taking the course?</i> Processing- To combat VAD in under aged school children in my area by consuming OFSP. To add value to OFSP products for longer shelf life by developing different recipes		
<i>What is your plan upon completion of the course?</i> To conduct training or awareness campaigning, follow ADP system by brief step down to my colleagues SMS in MTRM then to extension agents in FNT and finally to the processors		
<i>What is the name of the planned course?</i> Processing and utilization of OFSP as a means to combat vitamin A deficiency in children and revenue generation		
<i>What are the tentative dates for the training?</i>	<i>Start:</i> Feb 2014	<i>End:</i> April 2014
<i>Who is the target audience for the course (state category/ies of persons to be trained)?</i> The extension agents, men women and children		
<i>What are the challenges / barriers that you propose to address / reduce by implementing the course?</i> To encourage the consumption of OFSP amongst children to add value to OFSP products for longer shelf life		
<i>What are the expected outcomes?</i> A change in the eating habits by way of inclusion of OFSP in children, men and women to be involved in OFSP value chain for longer shelf life and revenue generation.		
<i>How many people do you propose to train?</i> 500		
<i>Who will comprise your training support team?</i> SMS, colleagues of OFSP, Missionaries in my office		
<i>Estimated budget?</i> N 800,000	<i>Tentative source of funding?</i> My Organization	
<i>Signature of participant:</i> .....	<i>Signature of training facilitator:</i> .....	
<i>Email address:</i> <a href="mailto:aisha1192006@yahoo.com">aisha1192006@yahoo.com</a>	<i>Mobile number:</i> 08036128562	

## Appendix 8: Pre-training evaluation wheel

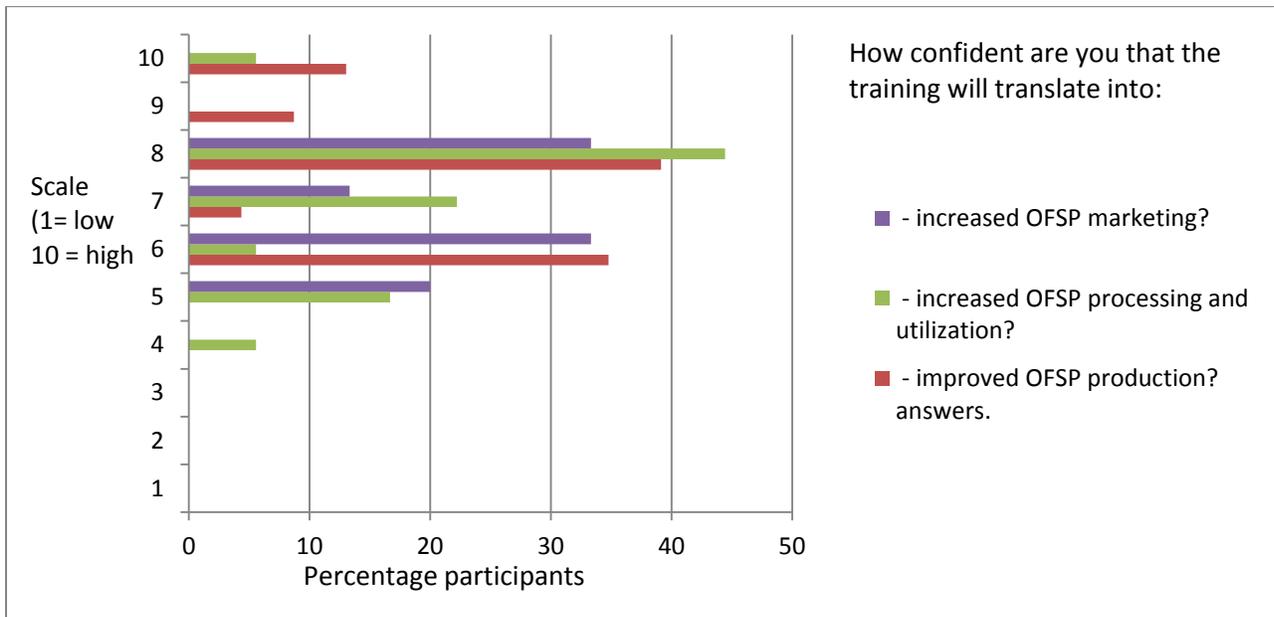
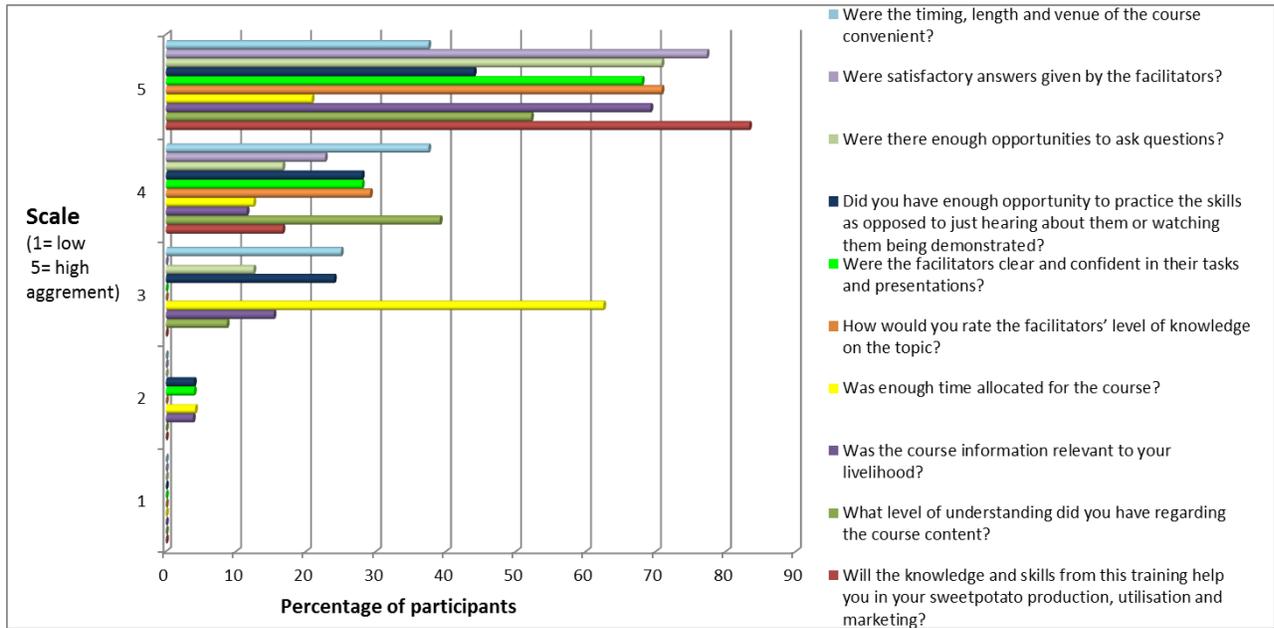
On a scale of 0 to 100% (with 0 being poor and 100% being excellent), the facilitators were asked to summarize their evaluation on various aspects of the training. The findings are summarized below:



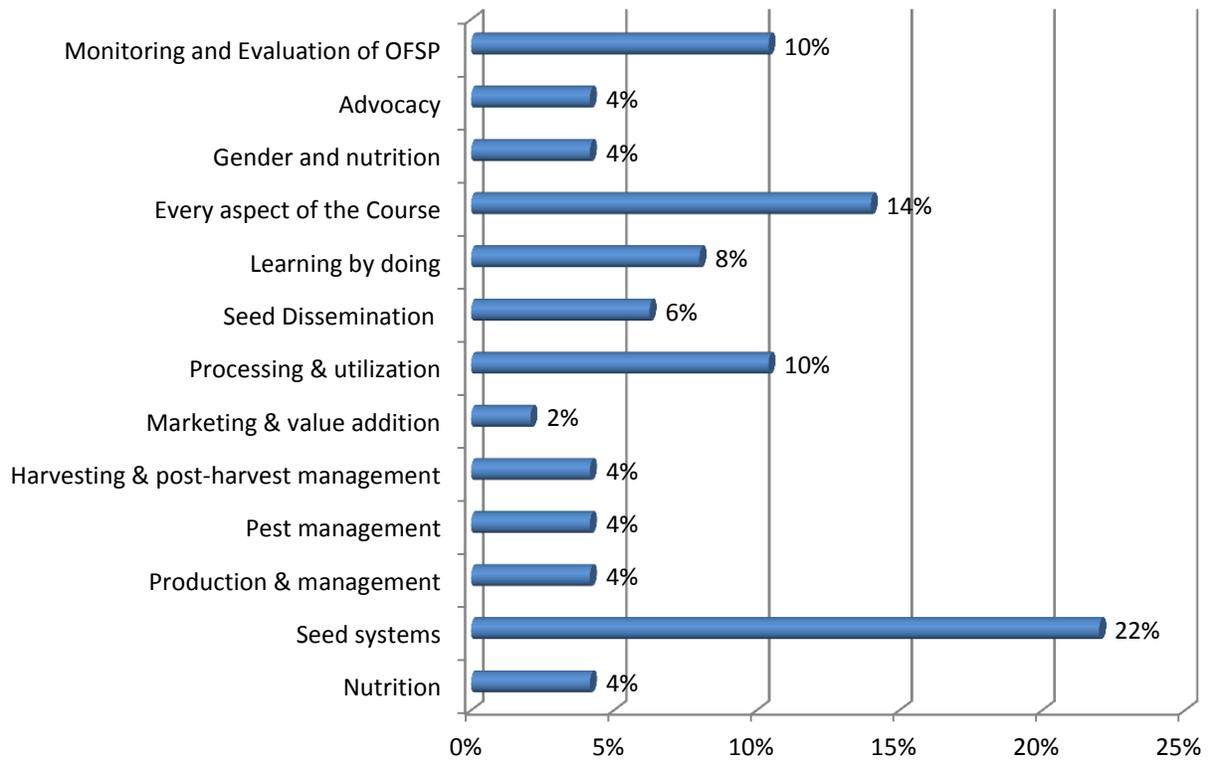
## Appendix 9: Summary of pre-test and post-test training results

No.	Name	Sex	Pre-course test scores (%)	Post-course test scores (%)	Positive Improvement in knowledge
1	ASARE KwabenaBediako	M	87	92	5
2	INUWA Abubakar H.	M	.	82	.
3	ANYANWU Goodness Chidi	F	37	80	43
4	NAFIU Adewale	M	46	79	33
5	OGIGBO Oga	M	30	79	49
6	KARO-DAWENE Joy Emi	F	.	79	.
7	ALABI Jacob Sunday	M	53	76	24
8	NWAFOR John	M	29	74	45
9	ADELEKE Akanbi R.	M	39	74	34
10	DAWARGA Sophia Nashina	F	.	71	.
11	AMADI Ogadinma Christian	M	39	71	32
12	NWAOGU Edward Ngozi	M	49	71	22
13	JIMOH Bliqees	F	18	70	51
14	TSEKPO Victoria Lily	F	43	70	26
15	ANIM Jerry Jacob	M	59	68	9
16	ADAMU Ango	M	42	67	25
17	BADEJO Oluyinka	M	39	66	26
18	AKEJU Eytayo	M	42	66	24
19	ADEGOKE Austin Adedamola	M	.	63	.
20	MAISAMARI Zaphaniah	M	25	63	38
21	IDRIS Jamila Azuka	F	45	62	17
22	YAHAYA Shehu U.	M	41	61	20
23	ABUBAKAR Aishatu	F	39	61	21
24	OKE Friday Osmond	M	29	57	28
25	CHARLOTTE Konkobo	F	24	51	28
26	OKEAHIALAM Ngozi Victoria	F	.	46	.
27	ABUBAKAR Hannatu	F	21	38	17
28	TARGEMA Nguveren C.	F	.	.	.
	<b>No. of Participants Present</b>		<b>22</b>	<b>27</b>	
	<b>Mean percent score</b>		<b>40</b>	<b>68</b>	
	<b>Maximum percent score</b>		<b>87</b>	<b>92</b>	
	<b>Minimum percent score</b>		<b>18</b>	<b>38</b>	

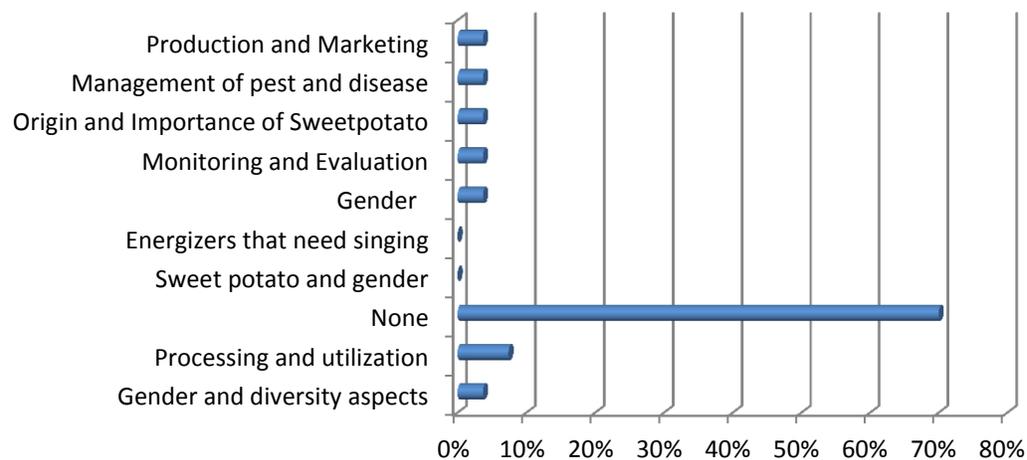
## Appendix 10: Course evaluation



### Course aspects that participants found most useful



### Course aspects that participants found least useful



Was there anything you found confusing? If yes, please explain		
Response	Frequency	Explanation
Yes	6	Calculation of Dissemination Vine
		Retention/loss of Beta carotene in cause of processing
		Insect and diseases not to explicit to identify-confusing
		Number of vines per land/plant population
		Value chain in marketing of OFSP
		Monitoring and evaluation of OFSP
No	21	