REDROSE E-VOUCHER TRAINING OVERVIEW

	DAY 1	DAY 2	DAY 3	DAY 4	DAY 5
	Introduction and Platform Training		**Prepare for Real Operation**	**Market Day**	**Review**
Description	Day 1 starts with general overview of ONEsolution presentation and continues with a managed hands-on workshop which covers a full cycle of the operations that are going to take place.	On Day 2 separate sessions focusing on different roles are going to take place.	On Day 1&2 only the demo environment is used. On Day 3, with higher understanding of all the aspects, real system, market parameters, devices etc. will be setup.	On Day 4, devices will be delivered to vendors and cards to beneficiaries in the morning. In the afternoon market will start.	On Day 5, market continues running without the need of presence and the ONEplatform already have real data to analyze. All data, reporting, dashboards etc. will be reviewed.
Activities	- Red Rose ONEsolution Presentation - Hands-on Workshop	- Hardware/Software Setup and Troubleshooting (Half-Day Morning Session) - Financial Records, Receipts, Reports Session (2 Hours after lunch) - Program Details and M&E Session (2 Hours after Finance Session)	- Vendor devices, accounts, login cards etc. setup/check/package (morning session) - Prepare beneficiary cards for delivery (Field Staff to prepare cards and pins with info flyers etc., parallel morning session) - Set platform & market parameters (after lunch session) - First top-up and sync (end of the day, 1 hr)	- Vendor training and device delivery (morning session) - Beneficiary card delivery and training (parallel morning session) - Start the market and monitor activities (afternoon) - Sync the devices, print the day reports (end of day)	- Get feedback from field staff and discuss - Review financial papers and information flow (vendor day reports, payment requests etc.) - Review market data (overview, dashboards, excel reports, etc.) - Discuss customisation requirements
Participants	All people who are going to be involved in implementation including Program, M&E, Finance, Field teams	- Field Staff (HW/SW Session) - Finance Staff (Finance Session) - Program and M&E Staff (Program Session)	- Field and Program Staff (all day)	- Field Staff (all day)	Day 5 is flexible and usually starts with participance of all related people including Finance, M&E, Program, Field and depending on the feedback and questions remaining part of the day is designed