Project planning

Introduction

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INTELLECTUAL PROPERTY
ORGANIZATION

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Overview

- Project document structure
- Considerations
- Benefits

Project document

- Logical framework (log frame)
  - Inputs and activities contribute to
  - Outputs contribute to
  - Outcomes contribute to
  - Objectives
- Schedule
- Monitoring and evaluation

Objectives

■ Long-term global impacts to be achieved by the project

■ Ideally aligned with national strategic goals

Examples

■ Increased innovative activity

■ Increased competitiveness of a specific sector

Outcomes

- Short or medium term effects to be achieved by the project

Examples

- Greater use of patent information by universities
- Improved quality of patent applications by local enterprises

Outputs

■ Assets produced directly by project activities

Examples

■ Trained human resources

■ Technical infrastructure

Inputs and activities

■ Resources and activities to be invested in the project

■ Ideally take into account existing resources and activities

→ Identify resource gaps

→ Identify potential duplication

Log frame: Considerations

■ Objectives, outcomes, outputs, and inputs and activities should be expressed clearly → SMART

■ Linkages between objectives, outcomes, outputs, and inputs and activities should be apparent (and documented) → No "spare" items

Schedule: Considerations

- Timing should take into account
    - Preparation
    - Implementation
    - Post-activity workup (including review)
    - Dependencies between activities
    - Possible "slippage"

Log frame: Indicators and baselines

■ Indicator: Measurable information about an objective, outcome, output, or input and activity

■ Baseline: Initial starting point

→ Track progress (and identify necessary adjustments)

Benefits

■ Greater consistency and transparency in project design

→ More efficient resource allocation

→ More efficient activity implementation

→ Better risk management

→ Improved opportunities for learning and sharing experiences

→ Better cooperation with internal and external partners

→ **Improved project performance**

Thank you for your attention!

For more information, please contact:

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