Information Technology Governance for Tunisian Universities
(ITG4TU)

Training Materials Validation

ITG4TU Consortium

AMENDMENT HISTORY

Version	Revision	Date	Author	Modification
1	0	11/10/18	Beatriz Gómez Suárez	Initial Version

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FIGURES

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TABLES

1. Introduction

1.1. Objective

The objective of this document is to present the validation of the training materials developed by the Tunisian Universities and presented in the document to describe it. The validation is performed by personnel from Universitat de les Illes Balears assigned to the project.

1.2. Scope

The scope of this document is the IT4GTU project the validation of the training materials developed by Tunisian Universities.

1.3. Target Audience

This document shall serve all the project partners in the project, but especially it will be key to Tunisian Universities as a validation to its activities inside ITG4TU. It will be useful to the project officers to verify quality management activities performed to check the quality of the frameworks developed by Tunisian Universities in the scope of the project.

1.4. Acronyms and Definitions Used

Table 1-1. Acronyms and Definitions

Acronym	Description
-	-

1.5. References

Ref.	Title
[1]	ITG4TUProposal Release 1 (Final Version)

2. Training details

This validation is intended to assess the quality and effectiveness of training materials in meeting the objectives of the project. This should be used to help improve the effectiveness of safety and health training for the project.

2.1. Training materials – UGB

Following, the validation of the materials of the University of Gabès.

Table 2-1: General information about the training – UGB

Training Details	
Topic: ITG4TU project, ITG	Location: University of Gabès
Instructor(s): Mehdi Khouja	
Training Duration / Length: 4 hours	
Training fulfils a mandatory safety and health training requirement: ☒Yes ☐No	

Table 2-2: Details about the structure of the training – UGB

Training structure	
Were the goals and objectives of the training clearly stated?	☒Yes ☐No
Was adequate time provided for the training?	☒Yes ☐No
Was the information provided relevant to the topic?	☒Yes ☐No

Table 2-3: Details about the content of the training – UGB

Training contents	
Is there a clear description about the project and its objectives?	☒Yes ☐No
Are the contents aligned with the standards of ITG?	☒Yes ☐No
Are clearly differentiated IT governance and IT management?	☒Yes ☐No
Are highlighted the importance of good IT governance?	☒Yes ☐No
Are explained the role of the CIO and its skills?	☒Yes ☐No
Are sharply identified the responsibilities of the CIO and the rest of chiefs?	☒Yes ☐No
Are specified the three pillars about IT governance? (Structures, alignment and communication)	☐Yes ☒No
Are the clearly identified the stakeholders involved in IT governance?	☒Yes ☐No
Are several procedures/best practices indicated?	☒Yes ☐No
Is there a model/framework including the best practices indicated above?	☒Yes ☐No
Is explained a way of improvement regarding a current maturity level and a desirable maturity level?	☒Yes ☐No
Are well included security issues in terms of risks and how stakeholders will have to deal?	☐Yes ☒No
In general terms, are the materials appropriate?	☒Yes ☐No
Describe your main concerns about the materials: Materials developed by partners from the University of Gabes are aligned with the objectives of the project in terms of give attendees a first contact about ITG in general and, above all, about the ITG4TU project. It contains the minimum main concepts in terms of governance of IT. In the future, in order to plan a more extensive course, it should include some concepts about structures and security issues.	

2.2. Training materials – UMA

Following, the validation of the materials of the University of La Manouba.

Table 2-4: General information about the training – UMA

Training Details	
Topic: ITG4TU project, ITG	**Location:** University of La Manuoba
Instructor(s): Youssef Ben Halima	**Language:** English
Training Duration / Length: 3 hours	
Training fulfils a mandatory safety and health training requirement: ☒Yes ☐No	

Table 2-5: Details about the structure of the training – UMA

Training structure	
Were the goals and objectives of the training clearly stated?	☒Yes ☐No
Was adequate time provided for the training?	☒Yes ☐No
Was the information provided relevant to the topic?	☒Yes ☐No

Table 2-6: Details about the content of the training – UMA

Training contents	
Is there a clear description about the project and its objectives?	☒Yes ☐No
Are the contents aligned with the standards of ITG?	☒Yes ☐No
Are clearly differentiated IT governance and IT management?	☒Yes ☐No
Are highlighted the importance of good IT governance?	☒Yes ☐No
Are explained the role of the CIO and its skills?	☒Yes ☐No
Are sharply identified the responsibilities of the CIO and the rest of chiefs?	☒Yes ☐No
Are specified the three pillars about IT governance? (Structures, alignment and communication)	☒Yes ☐No
Are the clearly identified the stakeholders involved in IT governance?	☐Yes ☒No
Are several procedures/best practices indicated?	☐Yes ☒No
Is there a model/framework including the best practices indicated above?	☐Yes ☒No
Is explained a way of improvement regarding a current maturity level and a desirable maturity level?	☐Yes ☒No
Are well included security issues in terms of risks and how stakeholders will have to deal?	☒Yes ☐No
In general terms, are the materials appropriate?	☒Yes ☐No
Describe your main concerns about the materials: Materials developed by partners from the University of La Manouba are aligned with the objectives of the project in terms of giving attendees a first contact about ITG in general and, above all, about the ITG4TU project. It contains the minimum main concepts in terms of governance of IT. In the future, in order to plan a more extensive course, it should include some concepts about the stakeholders involved in the IT governance, best practices regarding ITG and existent frameworks containing these best practices which helps to implement the ITG in any institution and assess its ITG maturity level as a way of improvement.	

Information Technology Governance for Tunisian Universities
561614-EPP-1-2015-1-ES-EPPKA2-CBHE-JP
Training Materials Validation
Version 1.0

Co-funded by the
Erasmus+ Programme
of the European Union

ITG4U

2.3. Training materials – UTM

Following, the validation of the materials of the University of Tunis el Manar.

Table 2-7: General information about the training – UTM

Training Details	
Topic: IT governance	**Location:** University of Tunis el Manar
Instructor(s): Samir Moalla / Abdelaziz Abdellatif	**Language:** French
Training Duration / Length: 2,5 hours	
Training fulfils a mandatory safety and health training requirement: ☒Yes ☐No	

Table 2-8: Details about the structure of the training – UTM

Training structure	
Were the goals and objectives of the training clearly stated?	☒Yes ☐No
Was adequate time provided for the training?	☒Yes ☐No
Was the information provided relevant to the topic?	☒Yes ☐No

Table 2-9: Details about the content of the training – UTM

Training contents	
Is there a clear description about the project and its objectives?	☐Yes ☒No
Are the contents aligned with the standards of ITG?	☒Yes ☐No
Are clearly differentiated IT governance and IT management?	☒Yes ☐No
Are highlighted the importance of good IT governance?	☒Yes ☐No
Are explained the role of the CIO and its skills?	☐Yes ☒No
Are sharply identified the responsibilities of the CIO and the rest of chiefs?	☐Yes ☒No
Are specified the three pillars about IT governance? (Structures, alignment and communication)	☐Yes ☒No
Are the clearly identified the stakeholders involved in IT governance?	☒Yes ☐No
Are several procedures/best practices indicated?	☒Yes ☐No
Is there a model/framework including the best practices indicated above?	☐Yes ☒No
Is explained a way of improvement regarding a current maturity level and a desirable maturity level?	☒Yes ☐No
Are well included security issues in terms of risks and how stakeholders will have to deal?	☐Yes ☒No
In general terms, are the materials appropriate?	☒Yes ☐No
Describe your main concerns about the materials: Materials developed by partners from the University of Tunis el Manar are aligned with the objectives of the project in terms of give attendees a first contact about ITG in general. In this training it was not included a state of the art of the ITG4TU project as they had already performed a dissemination event before. This training materials contains the minimum main concepts in terms of governance of IT. In the future, in order to plan a more extensive course, it should include some concepts about the CIO and other structures regarding ITG and the responsibilities of each one, the concept of a framework of ITG and how it collects the best practices, and several security issues.	

2.4. Training materials – USS

Following, the validation of the materials of the University of Sfax.

Table 2-10: General information about the training – USS

Training Details	
Topic: ITG4TU project, ITG	**Location:** University of Sfax
Instructor(s): Ismail Bouassida / Slim Kallel / Ahmed HajKacem	**Language:** French
Training Duration / Length: 4 hours	
Training fulfils a mandatory safety and health training requirement: ☒Yes ☐No	

Table 2-11: Details about the structure of the training – USS

Training structure	
Were the goals and objectives of the training clearly stated?	☒Yes ☐No
Was adequate time provided for the training?	☒Yes ☐No
Was the information provided relevant to the topic?	☒Yes ☐No

Table 2-12: Details about the content of the training – USS

Training contents	
Is there a clear description about the project and its objectives?	☒Yes ☐No
Are the contents aligned with the standards of ITG?	☒Yes ☐No
Are clearly differentiated IT governance and IT management?	☒Yes ☐No
Are highlighted the importance of good IT governance?	☒Yes ☐No
Are explained the role of the CIO and its skills?	☒Yes ☐No
Are sharply identified the responsibilities of the CIO and the rest of chiefs?	☒Yes ☐No
Are specified the three pillars about IT governance? (Structures, alignment and communication)	☒Yes ☐No
Are the clearly identified the stakeholders involved in IT governance?	☒Yes ☐No
Are several procedures/best practices indicated?	☐Yes ☒No
Is there a model/framework including the best practices indicated above?	☐Yes ☒No
Is explained a way of improvement regarding a current maturity level and a desirable maturity level?	☐Yes ☒No
Are well included security issues in terms of risks and how stakeholders will have to deal?	☐Yes ☒No
In general terms, are the materials appropriate?	☒Yes ☐No
Describe your main concerns about the materials: Materials developed by partners from the University of Sfax are aligned with the objectives of the project in terms of give attendees a first contact about ITG in general and, sharing the activities performed under the ITG4TU project. It contains the minimum main concepts in terms of governance of IT and expands it in different sessions about specific topics. In the future, planning a more extensive course, it should include some concepts about a framework containing best practices and a way to assess the maturity level regarding the current situation of ITG.	

3. Conclusion

The four Tunisian Universities have elaborated several training materials in order to share, spread and communicate the main concepts about IT governance in general and the main activities performed under the scope of the ITG4TU project. In general, all the Tunisian universities have achieved these objectives with more or less detail.

In terms of the specific content used, all of them have focused on the main aspects about IT governance, the importance of having a good governance in the institution and the clear difference between governance and management. Furthermore, it is very clear that for them the role of the CIO and its responsibilities are very important as they include a session about this figure.

Some universities have focused more on the framework and the best practices that should include and how they can assess the current situation and the future situation as a goal of improvement, as is the case of UGB and UMA. Others have focused the training more in aspects related to the structures and stakeholders involved in ITG issues, the alignment between the institution and IT, as is the case of USS and to lesser extent UTM. It is important to highlight the importance that UMA gives to security and risks and how they include this topic in both levels of governance and management of IT.

As a conclusion, even though each university has focused in what it is really important for them, all four universities have achieved the objectives of spread the main concerns about IT governance and, above all, the acknowledge they wish their institutions start to have in order to improve the alignment between IT and their universities.