

World Breastfeeding Trends Initiative (WBTi) and World Breastfeeding Costing Initiative (WBCi)

Training Guidelines for Trainers

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Training Guidelines for Trainers

Introduction

These are the guidelines for the WBTi and WBCi training. These are meant for use to conduct training of nationals who wish to conduct WBTi assessment and apply WBCi tools in their country. Trainers should carefully read these guidelines, WBTi guidebook, the Questionnaire before starting the training.

Session -1

Welcome, Introduction, Introducing International Baby Food Action Network (IBFAN) and IBFAN Asia and Other regional work

Regional and Asia coordinators usually run the session together along with other local dignitaries. They welcome all participants. Individual participants introduce themselves briefly about each other giving information about their organization, work they do, how they are connected to breastfeeding and Code issues etc. Trainers also facilitate to show the film "All about IBFAN" and the "BPNI Film" <https://www.youtube.com/watch?v=NxLEpE0q27w#t=27>. Give a brief about the network globally and regionally and the link with Breastfeeding Promotion Network of India (BPNI). One of the resource persons will make a brief PowerPoint presentation about the objectives of the WS.

Time: 60 Minutes

Session Requirements: IBFAN & BPNI Videos, Computer, LCD Projector, PPTs

Session – 2

Importance of Breastfeeding and Complementary Feeding Practices in Early Childhood Nutrition, Survival and Development: What Works?

A trainer will talk about the scientific evidence and importance of breastfeeding and complementary feeding practices in child survival and development and role in preventing child malnutrition. They will deal with ways to enhance the rates for infant and young child feeding (IYCF) practices indicators. This will be followed by some discussion among participants.

Time: 30 minutes

Session Requirements: Computer, LCD Projector, PPT

Session - 3

Status of Breastfeeding and Infant and Young Child Feeding Practices – a Country Perspective

The country participant will make a PPT presentation covering the existing country situation of infant and young child feeding practices and policies, policy on Code from recent WHO-2016 report, UNICEF's 2013 Report on "Breastfeeding on the Worldwide Agenda" or maternity protection or HIV and infant feeding etc. It would be useful to include undernutrition, and child morbidity and mortality picture to set the context. 'State of World's Children' latest reports or WHO data bank could be used.

Time: 30 -60 minutes

Session Requirements: Computer, LCD Projector, PPT

Session 4

What is WBTi and the Success So Far

The WBTi trainer will make the PPT presentation, which covers basics of what is this initiative and how it has evolved. How does it work and basic principles of it. How far it has been successful in South Asia where it was launched in 2005 and progress it has made to other regions of the world by now. The PPT also covers achievements of WBTi so far. As a trainer, one should prepare herself/himself to answer all the queries about the initiative. Please go through the provided resource material in the training kit including the training guidelines and the guidebook.

Time: 30 minutes

Session Requirements: Computer, LCD Projector, PPT

Session 5

The Global WBTi Experience and its Impact

The WBTi trainer will show case the experience of its use and its' impact in other regions of the world.

Time: 30 minutes

Session Requirements: Computer, LCD Projector, PPT

Session 6

How to Conduct the National Assessment: Reading Exercise & Group work

The trainer introduces the guidelines for the process of assessment, using a PowerPoint presentation. It includes all the steps like identifying a core group and making collaborations at national level. It also highlights the resources needed for the assessment. Then the trainer will introduce the WBTi Guidebook, and ask the participants to read it fully to familiarize them with it. It is necessary to do this exercise followed by questions that each participants may have on it. The participants will work in groups and enlist the process for doing National assessment and present.

Time: 90-120 minutes

Session Requirements: WBTi Guidebook, PPT, Computer, LCD projector, List of Possible Source of information

This can differ if the target is one country only , and can follow the process below

Reading Exercise

A trainer will introduce the WBTi Guidebook, and ask the participants to read it fully to familiarize them with it. It is necessary to do this exercise followed by questions that each participants may have on it. All trainers should move around to interact and clarify to participants about any queries. All participants can write their questions on a flip chart after they complete reading the book.

Time: 60 minutes

Requirements: WBTi Guidebook

How to conduct the National Assessment

The trainer introduces the guidelines for the process of assessment, using a PowerPoint presentation. It includes all the steps like identifying a core group and making collaborations at national level. It also highlights the resources needed for the assessment. After presentation; he/she invites questions and answers them.

Time: 30 minutes

Requirements: Computer, LCD Projector, PPT

Session 7

Understanding the indicators on IYCF policies and programs & IYCF practices

This is a plenary briefing. A trainer will brief all participants about how to work in the group with the indicators 1 – 10. Participants will be divided into 3 groups. Each group will discuss indicators assigned by the trainer. In addition all the groups will read all the practice indicators 11-15 and look for the possible source for the data for these indicators.

The trainer will clearly guide how the group will read the background information and make it an interactive session among them along with subset of the questionnaires. How to refer to possible source/s of information for the indicators will be also discussed.

Time: 10 minutes

Session Requirements: Questionnaire, PPT

Session 7a

Group work on understanding the indicators on IYCF policies and programs & IYCF practices

Guidelines for Group work for understanding the indicators

In this session, participants in 3 different groups will thoroughly discuss the assigned indicators for their contents, sub set of indicators, and possible sources of information in their country to gather information for the indicators.

- The group work will be distributed as follows:
 - Group 1 – Indicator 1,2,3; Group 2 – Indicator 4,5,6; Group 3 – Indicator 7,8,9,10.
- Each group will discuss the assigned indicators by reading out the question and each subset of it and all the IYCF practice indicators.
- The participants will suggest possible resources and will list them on VIPP cards/flip charts.
- This exercise has to be followed for each subset of question.
- Discuss about the identified sources of information within the group.
- Discuss methods to get desired information – from published/online documents, reports etc., visiting or interview with concerned persons and authorities.
- Each group will read all the practice indicators 11-15 and look for the possible source for the data for these indicators.

Time: 90 minutes

Session Requirements: WBTi Questionnaire, VIPP Cards/Flip Chart, Marking Pens, List of Possible source of information, List of Identified source of Information.

Session 8

Presentation of the group work on indicator on IYCF policies and programmes

In this plenary session, participants from each group will share their experience of the group work, expressing any specific comment / perceived problem. The session will be facilitated by one of the trainers. They will also present a list of sources of information prepared by them.

Time: 60 minutes

Session Requirements: Computer, Projector, Flip Chart, PPT

Session 9

Group work - How to Develop Recommendations for Action to Bridge the Gaps

The objective of this session is to apprise the participants how to develop recommendations to bridge the gaps in the policies and programmes. The same group identified in session 8 will be given a “pre-marked” questionnaire (indicator 1-10) from the reporting template. The group will discuss among themselves what the gaps are. Then find out what could be possible recommendations to bridge these gaps. They will write it on a flip chart and come up with recommendations to bridge the gaps by indicator, and prepare a PPT to present.

Time: 60 minutes

Session Requirements: Questionnaire with Hypothetically marked reporting template

Session 10

Presentation of the Group Work - How to Develop Recommendations

In this plenary session, one participant from the each group will share the recommendations for the discussed indicators. Others can make comments. This will be an interactive session involving other participants and trainers.

Time: 60 minutes

Session Requirements: Computer, Projector, Flip Chart, PPT

Session 11

WBTi web portal, tool kit scoring, color rating, WBTi website demonstration

During this interactive session one of the trainers will explain using power point how to interpret the data and guidelines, and maps, generated by the national assessment process and how to assign score and color-coding. The trainer will use one of the country assessments report (Afghanistan/Sri Lanka Report) to explain various points.

The trainer will also demonstrate how to register & access the WBTi website, how to use data to generate reports / generate graphs or map, how to do comparison for study of trends and how to utilize the report.

Time: 45 minutes

Session Requirements: Computer, Projector, Afghanistan/Sri Lanka Report Card and assessment report, PPTs, Internet connection if possible

Session 12

Preparing the Country Report Card, Country Report & back end support

In this session, the trainer discusses the process of using the collected information, keeping in mind analysis of collected data, consensus building, writing a final report, media briefing, and sharing the report with the WBTi secretariat. An ideal country assessment report is also shared. Discuss ways to use the WBTi report for advocacy at national and state/ provincial level and dissemination through media.

Time: 45 minutes

Session Requirements: Computer, Projector, PPT, Report/ report card from a country

Session 13

Call to Action-Success Stories

The resource person will talk about the success stories following the WBTi assessment and Call to Action and their impact.

Time: 30 minutes

Session Requirements: Computer, Projector, PPTs

Session 14

World Breastfeeding Costing Initiative (WBCi) – an Introduction

A trainer will use a PPT presentation to introduce WBCi. This will be followed by a demonstration video on WBCi. Also will brief the participants on how to do country launch of WBCi.

Time: 30 Minutes

Session Requirements: Computer, Projector, PPT, Demo Video

Session 15

Working on a Country Indicator of Choice: Identify Gaps and Develop Recommendations

In this session, trainer will explain to participants to choose an indicator of their choice for their country from the questionnaire. Then the country groups will brainstorm to identify gaps and develop recommendation for their country to bridge the gaps. Each country will make a presentation in a plenary session to share identified gaps and recommendations. Information generated in this session will be used in the session 18 to develop an action plan for the identified indicator.

This can differ if the target is one country only , and can follow the process below

In this session, trainer will explain to participants to choose an indicator per group (could be the weak indicator or indicator of choice from the 10 WBTi indicators for their country. Then the groups will brainstorm to identify gaps and develop recommendation for the chosen indicator to bridge the gaps. If all participants are from one country, then groups can work on more than one/different indicator from WBTi to get an idea on how to identify gaps and develop recommendations.

Time: 60 Minutes

Session Requirements: WBTi questionnaire, space for group work, computer

Session 16

WBCi Financial Tool-the New Tool for Budgeting on global strategy

In this session, the groups will be given hands on exercise/practical exercise on computers to use the WBCi tool (the excel files). One trainer to demonstrate the step wise use of the WBCi financial tool and the other trainers will facilitate this exercise.

Time: 60 Minutes

Session Requirements: Computers for each participant, WBCi excel tool for each participant, WBCi user manual.

Session 17

FU on session 15, developing an action plan on the indicator to bridge the gaps (activity plans for at least 2 years, list down)

In this group work session, participants will be requested to recall recommendations generated in the session 15 and identify activities to implement these recommendations. During the briefing for the session, the trainer will display the gaps and recommendations developed by one of the country in the session 15 and ask the participants from that country to suggest activities including research, conferences, meetings, advocacy, public dissemination, social mobilization, training, monitoring and evaluation etc. to implement the given recommendations. The trainer will note down the observations of the country group on a flip chart and ask rest of the participants if they want to add something to it. Following the briefing, country groups will identify activities for respectively developed recommendations. They will write a plan on template of two years.

Time: 60 minutes

Session Requirements: Identified Gaps and Recommendations, Flip Chart, Marker Pens.

Session 18

Country Specific Plan of Action (6-12 months)

In this session the country will be given time to chalk out specific action plans along with deliverables and deadlines. Eg. WBTi reporting, call to action event, or WBCi launch etc.

Time: 90 minutes

Session Requirements: LCD projector, Computer, Flip Chart, PPTs

Session 19

Concluding Session, Administrative Issues

The trainers and participants will discuss any issues to be clarified. Also the MOU to be signed and transfer of funds etc.

Finally, the local organizers and the trainers will make concluding speeches to thank participants.

Time: open session