



International Union Against Tuberculosis and Lung Disease

Médecins Sans Frontières- Brussels & The Centre for Strategic Health
Information and Operational Research, The Union, Paris

Operational Research Course - Application Form

COURSE CURRICULUM

- Module 1a:** Research questions and protocol development
2nd – 6th July 2012
- Module 1b:** Data management and data analysis
9th – 13th July 2012
- Module 2:** Writing a scientific paper
May 2013

COURSE VENUE

Luxembourg city, Luxembourg

SECTION ONE

1. Applicant Information

Please fill in your name exactly as it appears on your passport.

Title: Prof ☐ Dr ☐ Mr ☐ Ms ☐

Male ☐ **Female** ☐

Family name (surname) **First** (given) **name**

Home address

.....

City (+city code) Country

Tel Fax

E-mail

Place of work

Work address

.....

City (+city code) Country

Tel Fax

E-mail

Citizenship (passport)Passport N°.....

Date of birth

Place of birth (city, country)

Current Profession (Job title):

Job Description

.....
.....
.....
.....

2. Knowledge of English

Spoken: Excellent ☐ Good ☐ Average ☐

Written: Excellent ☐ Good ☐ Average ☐

Up to what level have you studied English? *

Number of years?

* elementary school, secondary school, college/university, professional

3. Computer Literacy

Word: Proficient ☐ Intermediate ☐ Beginner ☐ Never used ☐

Excel: Proficient ☐ Intermediate ☐ Beginner ☐ Never used ☐

Internet: Proficient ☐ Intermediate ☐ Beginner ☐ Never used ☐

Epi Info/EpiData: Proficient ☐ Intermediate ☐ Beginner ☐ Never used ☐

How often do you use the computer in a week?

How many hours in a day do you use the computer?

Kindly note that all participants are required to bring a laptop (Windows compatible, English keyboard) to the course

Being computer literate means daily usage of and familiarity with your PC Windows laptop. You are required to have

- (i) an up-to-date patented virus protection software
- (ii) proficiency in file and folder management
- (iii) knowledge of computer organisational structure
- (iv) familiarity with the role and concept of file names and extensions
- (v) ability to set up display of relevant file information (file name, extension, size, and date)
- (vi) understanding short-cut keys and using these for efficient copying, pasting, searching and replacing file elements

(vii) openness to learn new methods to improve. No prior knowledge of course software is required. ***You are only eligible if you understand this paragraph.***

4. Have you ever attended other operational research training programmes or courses?

Yes ☐ No ☐

If yes, please indicate the name of the programme:

.....
Year Conducted by (organisation)
.....

5. Supervisor (Programme Manager/Medical /Operational Director)

Name
Title
Organisation
Address
.....
City (+ city code)Country
TelFax
E-mail

6. Mentor (Experienced technical adviser, who will take charge, guide and support the applicant)

Name
Title
Organisation
Address
City (+ city code)Country
TelFax
E-mail

7. Sponsorship

MSF Luxembourg or the supporting institution will provide a full scholarship which includes all tuition fees, travel expenses, meals and accommodation.

SECTION TWO

Please send with your Application Form the following documents:

- Detailed Curriculum Vitae
- Two references
- Written statement confirming your commitment to participate in all three course modules, return to your current disease-control programme/project or health institution following the course, and apply the knowledge gained
- Written commitment that you will mobilise the funds required to carry out operational research at programme level during the course
- Written statement from your direct supervisor/officer/operations department attesting to the investment of resources, and the granting of permission for you to have the time and opportunity to carry out operational research within the programme
- Written statement from a mentor (if you already have one) describing how he/she knows you and how he/she proposes to support you to complete the course successfully
- **½ page of text that a) describes a problem you have identified within your programme and b) formulates a research question that you propose to develop into an operational research project during the course.** *Please note that the research questions using routine programme data are preferred as prospective studies are unlikely to fit into the time-line and expected outputs of the course.* (you may have already begun such research, in which case you should describe what you have started and how you intend to continue).

Application Deadline: 6th April 2012

Applicant's signature: Date:

Send your complete application by fax, e-mail or post to:

Stephanie Frogneux
Médecins Sans Frontières- Brussels Operational Centre
MSF-Luxembourg
68 Rue de Gasperich
L-1617, Luxembourg
Tel: (+352) 332515 Fax: (+352) 335133
E-mail: Stephanie.frogneux@luxembourg.msf.org

- *Results of the selection process will be communicated to all applicants by 30th April 2012.*
- *Failure to provide all of the above requested information may result in the rejection of your application.*

