

NATIONAL FOCAL POINT FAQ

ACRONYMS

ACRONYMS	DESCRIPTION
NFP	National Focal Point of Technical Assistance
APP SUPVR	Application Supervisor

COURSE MANAGEMENT

Q1) How can I disseminate the information for the applicants to apply?

A1) NFP can use 'Send Link to Apply' function under 'Course Action' button to send the application form for applicants to apply

Q2) How can I view a summary of all the courses I have to endorse?

A2) NFP can use 'back' button beside Course's Name to access the dashboard which shows all the courses that involves corresponding NFP.

APPLICATION ENDORSEMENT

Q3) Endorsement only has 'YES' option. What can we do if we do not wish to endorse for an application?

A3) If NFP does not wish to endorse for an application, NFP can leave the 'YES' option unselected.

Q4) 'Endorse all' function selects all Application. Is there any function to select all application except for a few?

A4) User can click 'YES' button at top of Endorsement Column to select all Applications. Once all Application has been selected, user can deselect individual applications by clicking 'YES' button next to the corresponding Application.

Q5) Can I change my decision after submitting my Endorsement?

A5) NFA can change your decision any time before submitting your endorsements. Endorsements submitted are considered final.

Q6) What is the save function for?

A6) The save function is for NFP to save their decision and not submit their endorsement. All submitted endorsements are considered final.

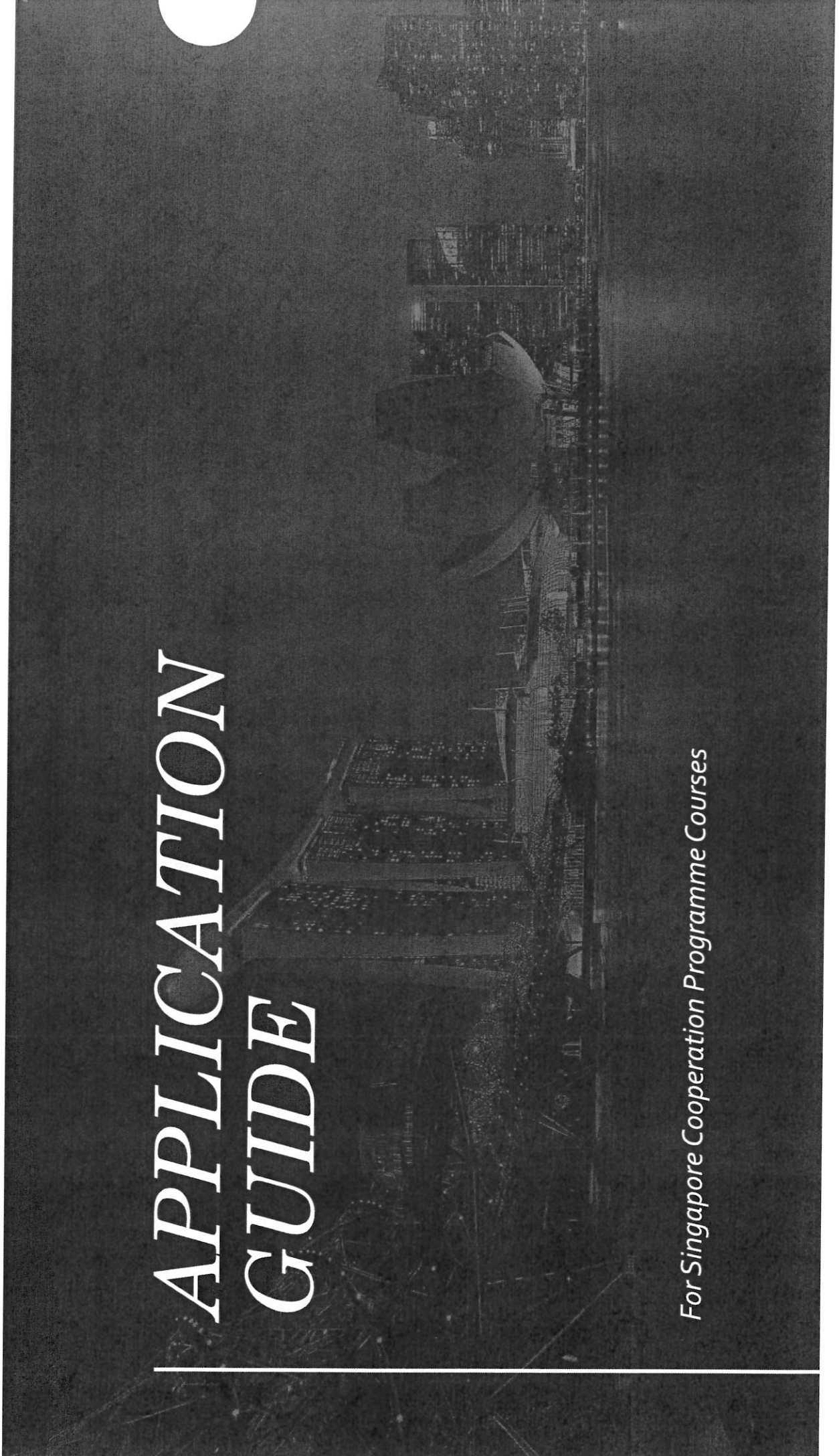
Q7) How can I differentiate between applications that were saved and submitted?

A7) Applications that were submitted will have an indication of the final decision in the NFP column. The decision in the Endorsement column is also non-editable. Applications that were saved and not submitted will not have an indication under the NFP column and decisions in the Endorsement column is editable.

Q8) I encountered a system error or technical issue when applying online. What should I do?

A8) Please submit a screenshot of your error to us at start-support@wizvision.com with the subject title prefixed with [START Technical Issue]. Our appointed service provider will get in touch with you as early as we can. It will be helpful if you can quote the **application ID, full name, and course name** together with an explanation of what were the actions that led to the error / technical issue.

SCP



APPLICATION GUIDE

For Singapore Cooperation Programme Courses

Application Process

1

First browse or search for a course.

2

Check eligibility and application details of the course details.

3

Fill application, saving as draft as necessary

4

Submit application for approval



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FOUNDATION

ABOUT US •

Catalogue administration

Feedback (FAQ) | Contact Us | Sitemap

Categories

- Brilliant Societies
- Education
- Connectivity
- Sustainable Development
- Leadership & Governance
- Smart Nation
- Asia Middle East Dialogue (AMED)
- Initiative For ASEAN Integration (IAI)
- International Monetary Fund (IMF)

Education(1 Courses Found)

Public Administration QWJ

Public Administration

Start Date: 07 May 2018 End Date: 11 May 2018

Closing Date for Nomination: 26 Mar 2018

Leadership & Governance(1 Courses Found)

Public Administration

Rules and policies of civil service administration

Start Date: 19 Mar 2018 End Date: 21 Mar 2018

Closing Date for Nomination: 13 Feb 2018

Smart Nation(1 Courses Found)

Courts Administration QWJ

Administration of the Courts

Start Date: 14 May 2018 End Date: 18 May 2018

Closing Date for Nomination: 16 Apr 2018

Initiative For ASEAN Integration (IAI)(1 Courses Found)

public administration

Forum about public admin

Start Date: 13 Jun 2018 End Date: 15 Jun 2018

Closing Date for Nomination: 01 May 2018

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Last updated on 11 Nov 2017

Facebook

Course Search

- The course search bar is visible throughout the website.
- Fill in a search keyword and hit enter to perform a search
- Select a course in the search results, to view it's details.

[ABOUT US](#)
[Catalogue](#)
[Search Catalogue](#)

[Feedback \(1142\)](#)
[Contact Us](#)
[Home](#)

Categories

[Resilient Societies](#)
[Education](#)
[Connectivity](#)
[Sustainable Development](#)
[Leadership & Governance](#)
[Smart Nation](#)
[Asia Middle East Dialogue \(AMED\)](#)
[Initiative For ASEAN Integration \(IAI\)](#)
[International Monetary Fund \(IMF\)](#)

Connectivity

Our globalised world depends on a secure and efficient network of air and sea hubs. This cluster of courses covers two key pillars of Singapore's economy: mobility for aviation and maritime sectors.

Workforce for Future Economy

We are taking through a fundamental transition in the way we work. Automation and thinking machines are replacing

Start Date: 16 Apr 2018 End Date: 20 Apr 2018

Closing Date for Nomination: 26 Mar 2018

Trade In Services

Trade in Services

Start Date: 25 Apr 2018 End Date: 29 Apr 2018

Closing Date for Nomination: 30 Mar 2018

Transformational Leadership for the 2030 Agenda

SDG

Start Date: 14 May 2018 End Date: 18 May 2018

Closing Date for Nomination: 02 Apr 2018

Fish Farming course-Elmore

Learn how to rear fish in sustainable manner

Start Date: 02 Aug 2018 End Date: 06 Aug 2018

Closing Date for Nomination: 30 May 2018

Abilities 101

Having the abilities to connect and create new relationships

Start Date: 14 Feb 2019 End Date: 14 Feb 2019

Closing Date for Nomination: 25 Dec 2018

[See More](#)

[RACONS site](#)

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 Last updated on 13 Nov 2017

Browse Catalogue

- Click on the Catalogue button on the left of the search bar to view a list of all categories.
- From here, clicking on any of the categories will display a list of all courses under that category.
- Select a course in the listing, to view it's details.

ABOUT SOP

Guidelines

Workforce for Future Economy

ANALYSIS OF THE FUTURE OF WORK

Current State of the World 2018

Course Objectives
 The course aims to provide participants with a comprehensive understanding of the future of work, including the impact of technology, automation, and the gig economy on the labor market. Participants will learn how to adapt to these changes and develop the skills needed to thrive in the future of work.

Topics Include
 The role of technology in the future of work, the impact of automation on the labor market, the gig economy and its challenges, the future of education and training, and the role of government in shaping the future of work.

Participant Profile
 The course is designed for individuals who are interested in the future of work and want to develop the skills needed to thrive in the future of work. It is suitable for students, professionals, and anyone who is looking to advance their career.

Conducted in
 English

Eligibility
 Applicants must be 18 years of age or older.

Eligible Countries/Organisations
 The course is open to individuals from all countries.

Terms of Award
 The course is a 12-week program. Participants will receive a certificate of completion upon successful completion of the course.

Application Procedure
 Applicants should submit an online application form, a copy of their resume, and a letter of motivation. The application deadline is 15th October 2018.

Instructions Before Applying
 Before applying, please ensure that you have completed the following requirements:

- 1. A valid passport or national ID card.
- 2. A recent photograph (3x4 inches).
- 3. A letter of motivation (500 words).
- 4. A copy of your resume.

Course Details

- In the course details page, make sure to check it's eligibility criteria and application details.
- Note that, the country or organisation you are representing **must match** the course eligibility requirements.

Save as Draft

- The minimum information that must be filled in to save your changes as a draft are all mandatory fields in the **Applicant Particulars** tab, and your **Personal Email** in the Contact Details tab.
- The application form does **not** auto save, the information is only saved upon saving as draft.
- Upon saving as draft a **link will be sent** to your personal email. To allow you to return to your draft.

The screenshot shows a web application interface with a 'Save as Draft' dialog box in the foreground. The dialog box contains the text: 'Draft will only be saved for 5 days. A link will be sent to your email to allow you to edit and submit. Please wait a robot.' Below this text are two buttons: 'Confirm' and 'Cancel'. In the background, a form is visible with fields for 'Name', 'Relationship', 'Address', 'Email', and 'Phone Number'. The form has a 'Save as Draft' button and a 'Next Step' button. The footer of the page includes a Facebook logo and the text 'Save this app'.

Application

- Should there be any incorrect or missing information, this summary page will indicate the offending field in red. You may also look for a tab without the white ticked checkbox for the offending tab.

SOP
STUDENT ORGANIZATION
PUBLICATION

APRIL 2000 • Leadership • 23

Workforce for Future Economy

We are living through a fundamental reformation in the way we work. Automation and working conditions are replacing human tasks. Changing the skills that our generations are having for a better people. But what are the future looks like?

Applicant's Particulars

Full Name: Mr. Prashant
Family Name: Gali, Prashant
Gender: Male
Date of Birth: 17/11/1978
Present Address: 10/10, 10/10
Temporary Address: New York, NY

Employment History

Employment 1
Employment 1: Computer Engineer at Google Inc. from 2000 to Present
Employment 2: Software Engineer at Microsoft from 1998 to 2000
Employment 3: Software Engineer at IBM from 1996 to 1998
Employment 4: Software Engineer at Oracle from 1994 to 1996
Employment 5: Software Engineer at Sun Microsystems from 1992 to 1994

Contact Details

City: New York
State: New York
Nationality: Indian
Marital Status: Single
Education: Bachelor's Degree
Phone Number: 123 456 7890
Email Address: prashant.gali@xyz.com

Applicant's Qualifications

Educational Qualifications
Bachelor's Degree in Computer Science from XYZ University
Master's Degree in Computer Science from ABC University
PhD in Computer Science from DEF University

Emergency Contact

Emergency Contact Name: Mr. Prashant
Address: 10/10, 10/10
Phone Number: 123 456 7890
Email Address: prashant.gali@xyz.com

Reasons for Application

Application Reason: To secure a better future for myself and my family.
Reasons for Application: I am applying for this position because I am a highly motivated and experienced professional with a strong background in computer science. I have worked for several years in the field of computer science and have gained valuable experience in various roles. I am confident that I can contribute significantly to your organization and help achieve your goals.

E. Summary of Board, Director's Role

1. The board of directors is responsible for the overall management and control of the company.
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Terms of Award

The award is given to the winner of the competition.

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- SOP** SINGAPORE
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DESIGN

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Catalogue View (10 items) | 1-800-100-1000

Thank you for participating in the course

We are currently checking through your application.
 You may use the link sent to your email to check on the progress of your application.

[View Other Courses](#)

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UNIVERSITY OF

TECHNOLOGY

PRINCIPAL

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Catalogue

Search by category Year

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Application for

Workforce for Future Economy

Application ID: 303 / Application Date: 27 Mar 2018 11:59

Application Status

PENDING APPL. SUP. ENDORSEMENT

Edit Particulars

- SOP**

US&A VV 013
PROVIDE NAME

Feedback (1.4%) | Comments (0) | Questions (0)

ABOUT US - Catalogue

Application ID: 302 | Application Date: 27 Mar 2018 11:59

Application for Workforce for Future Economy

Congratulations! Your application has been provisionally approved. Please confirm your attendance as soon as possible as allocation is on a first come first served basis.

Please ensure that you have applied for your VISA before applying your e-Visa for required.

Download Letter of Acceptance

* Upload a Ticket (Mandatory)

Select file

Accept Invitation

Decline Invitation

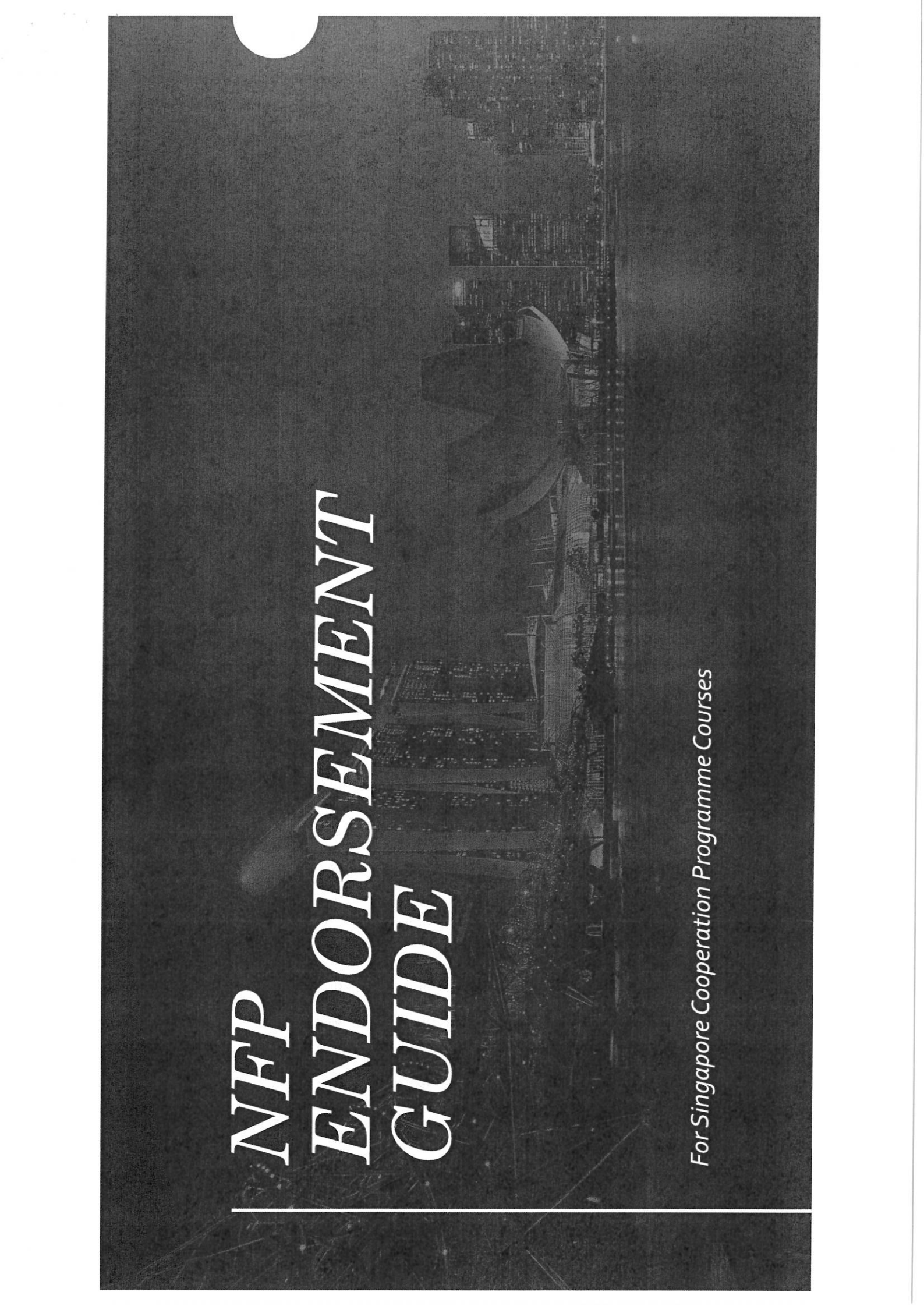
Edit Particulars

SINGAPORE COOPERATION PROGRAMME

Technical Cooperation Directorate
Ministry of Foreign Affairs
Tanglin

Singapore 248163
Tel: (65) 6379 8000
Email: mfa_scp@mfa.gov.sg





NFP ENDORSEMENT GUIDE

For Singapore Cooperation Programme Courses

NFP Endorsement Steps Overview

1

Access Assessment
Page via link from
Email

2

Check through
Applications
submitted

3

Input
Endorsement

4

Submit
Endorsement

Submitting Endorsement

Save Submit NFP Endorsement	
NFP	NFP Endorsement Yes
	Yes
	Yes
	Yes

Endorsement Steps:

- NFP can input their endorsement for individual applications by selecting 'YES' button in the Endorsement Column for specified applications
- Alternatively, NFP can choose to endorse all applications by selecting 'YES' button at the top of Endorsement Column
- After selecting 'YES' button, NFP can choose to save their endorsement decision before submitting later by clicking 'Save' button
- NFP can submit their endorsement decision by clicking 'Submit NFP Endorsement' button
***this action is nonreversible and NFP will not be able to amend endorsement**

Special Cases:

- 1. If an application has not been endorsed by Applicant's Supervisor, NFP will not be able to endorse yet. Endorsement column will display 'not available for assessment'
- 2. If an application does not require endorsement, Endorsement column will display 'N/A'

Save

Submit NFP Endorsement

NFP	NFP Endorsement not available for assessment
	not available for assessment
N/A	N/A

1

Total records: 2



SINGAPORE COOPERATION PROGRAMME

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