

PARTICIPANT'S GUIDE



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GENERAL FEATURES OF THE COURSE

1. DESCRIPTION

We welcome you to the course entitled *A Look at Environmental and Social Risk Management in IDB Projects* offered by the Inter-American Development Bank (IDB) through the edX edge platform.

This course was developed and organized by the Inter-America Institute for Social and Economic Development of the Inter-American Development Bank (IDB) within the framework of the Project Learning Academy. The aim is to contribute to the appropriate management of environmental and social risks that can result from implementation of projects in the region financed by the IDB.

2. PARTICIPANT PROFILE

The *A Look at Environmental and Social Risk Management in IDB Projects* course is directed to officials from government agencies that implement projects financed by the Inter-American Development Bank, project coordinators, environmental specialists, social specialists, consultants, construction firms and subcontractors involved in project execution, supervisors and auditors of the work and other public officials involved in project preparation and implementation, civil society, and all those interested in sustainable development.

The course is provided free of charge for all students.

3. COURSE'S REGISTER MODES

The course is free, consists of 3 content modules plus introduction and closure and is composed of animated videos, instructional, readings, exercises, activities and questionnaires. Remember that you can take the course under one of the following modalities:

- **Audit track:** Having limited and free access to the course material. With this option you will not get a verified certification at the end of the course and you will not have access to the graded assessment questionnaires.
- **Verified Certificate:** in this option you can obtain an official certificate issued by the IDB and edX that you can share on your CV and on LinkedIn.

Throughout the course, you will be informed when your access expires. Take the opportunity to review or download the materials of your interest before that day. Remember to check the customized schedule in this [link](#).

To obtain the verified certificate of the course, you must meet **three** conditions:

1. Pass the course, obtaining at least 65% of the total points.
2. Pay \$ 25 dollars, which is the minimum cost of issuing certificates that edX establishes 3. Complete identity verification in edX
3. Undergo [identity verification in edX](#).

If you wish to obtain the certificate of the course, you must opt for the verified certificate mode.

Also, if you registered yourself as an audit track without a certificate and decide to obtain it, you can change the modality by making the respective payment. Review the dates and complete the graded assignments required to earn the certificate. Edx has [financial assistance](#) for students who need it. If you opt for this alternative, you can download [the tutorial with the steps to obtain the verified certificate](#).

4. DURATION AND COURSE DEDICATION

This course is "self-paced", we estimate that you should dedicate around 2 hours to complete all the course's activities, including the graded evaluation activities.

Remember that if you opted to take the course in the audit track mode, you will have free access to the course material, including videos, lectures, fora, additional resources, and non-scored practical exercises. However, you will not have access to the scored evaluation questionnaires.

- If you opt for the **Audit track**, you can complete the course during one week from the day you subscribed. (If there is less than one week until the end of the course when you enrolled to it, you will have the time left until the course ends).
- If you opt for the **Verified track**, you can access the course until the closing date, (**Jan 28th, 2022**) and will have unlimited access to the course content.

4.1 IMPORTANT DATES

The most important dates you should keep in mind are the following:

- January 28th, 2021: course becomes available.
- January 19th, 2022: deadline to apply for the verified certificate.
- January 28th, 2022: end of the available period and the course becomes achieved.

Remember to check the personalized schedule in the [first page](#) of the course or the right or in the tab "[dates](#)".

<p>Thu, Jan 28, 2021 Course Starts</p>
<p>Mon, Feb 8, 2021 Due next Questionarios: Introduction</p>
<p>Sat, Feb 13, 2021 Questionarios: 2.1 Environmental Policy Questionarios: 2.2 Work and labor conditions Questionarios: 2.3 Community health and safety Questionarios: 2.4 Involuntary resettlement Questionarios: 2.5 Indigenous peoples Questionarios: 2.6 Gender equality</p>
<p>Thu, Feb 18, 2021 Upgrade to Verified Certificate Don't miss the opportunity to highlight your new knowledge and skills by earning a verified certificate.</p>

In the dates tab you will find a suggested schedule according to the modality you have chosen and the date on which you have registered.

Course Progress **Dates** Participant's Guide Discussion General FAQs Technical FAQs Participant Support

A Look at Environmental and Social Risk Management in Projects Financed by the IDB

If you are enrolled in the **verified certificate track**, the edX platform will show you in this space a suggested schedule, these are customized dates to help you plan and control the pace of your studies.

If you can't send a quiz, notice that an assignment is overdue, or read a message that you haven't met the suggested deadline, don't worry as you can change the suggested dates at any time until the course closes (**January 28th, 2022**).

You can change the due dates by clicking on the button "Shift due dates" to update the calendar.

Important Dates

It looks like you missed some important deadlines based on our suggested schedule. To keep yourself on track, you can update this schedule and shift the past due assignments into the future. Don't worry—you won't lose any of the progress you've made when you shift your due dates.

Shift due dates

This process will not affect the progress you have made in the course so far.

Keep in mind that this button will not be activated when the suggested date has not expired, also it will not be possible to change the expiration date of any open response evaluation and the end of course date is not modifiable.

5. IMPORTANT CONSIDERATIONS

To complete the course, you will need:

- A computer with Internet access. We also recommend having updated versions of one of the following browsers: Chrome, Firefox, Safari or Internet Explorer (version 9 onwards).
- You can also access the course through your mobile device or tablet, downloading the edX application from Google Play or Apple Store.

If this is your first edX course, we recommend that you start by viewing the [demo course](#)¹ before you start, to learn how to navigate the platform. If you are already familiar with edX, you can review the first section of the course, "Start here", where you will find all the information you need to successfully complete this MOOC.

¹ Until December 2020, the demo course is only available in English with Spanish subtitles.

This MOOC does not have tutors. Therefore, the forums will not be moderated by the course team. However, we will be monitoring and intervening to highlight contributions and take action if the [participation criteria in the forums](#) is not complied with.

6. LEARNING GOALS

To provide an overview of the environmental and social risks in a development project.

To achieve this, upon completing this course students will be able to:

- Understand the importance of managing the environmental and social risks throughout the project cycle.
- Identify the most important elements of environmental and social risks.
- Understand the criteria for the classification of operations and the levels of environmental and social risks, as well as the management tools.
- Identify the role of government agencies with respect to the management of environmental and social risks in the implementation of projects financed by the IDB.

To achieve these general objectives, in each module you should meet the specific objectives that, taken together, will help you attain this goal.

7. CONTENT STRUCTURE AND SPECIFIC LEARNING GOALS

The content of the course is structured in three modules that pursue specific objectives aligned with the above-mentioned general objectives. In what follows, you will see the objectives of each module, the learning resources that each one contains, the time required, and the share of the graded activities in the total score.

START HERE

- Become familiar with the edX platform and identify how to access the learning resources.
- Identify the rules of participation and the guidance and help resources contained in the course.
- Identify the evaluations of each module and distinguish the types of questions that you will find in the questionnaires.
- Identify the general objective of the course and the tasks that you will need to complete to pass it.

"Start Here" module's purpose is to guide you throughout the course.

In module "Start here" you will also find the initial questionnaire, which assesses your understanding of how the course works and has a weight of 1% of your final course grade.

MODULE 1: INTRODUCTION

Learning goals

- Understand the importance of the appropriate management of environmental and social risks in order to achieve the sustainability of projects financed by the IDB.

The following table presents details about the learning resources of Module 1, the approximate time required, and the share of the valuable activities in the total score:

Subsection	Learning resources	Time (minutes)	Share of total score
Introduction	Video: Why is the management environmental of and social risks important?	5	
	Evaluation of knowledge	3	8%

MODULE 2: ENVIRONMENTAL AND SOCIAL RISKS IN PROJECTS FINANCED BY THE IDB

Learning objectives

- Understand the environmental and social risks associated with a range of topics.
- Identify possible measures to mitigate those risks.

The following table presents details about the learning resources of Module 2, the approximate time required, and the share of the valuable activities in the total score:

Subsection	Learning resources	Time (minutes)	Share of total score
2.1 Environment	Video: Environment	5	
	Activity: What would you do?	2	
	Evaluation of knowledge	3	8%
2.2 Work and labor conditions	Video: Work and labor conditions	4	
	Activity: What would you do?	2	
	Evaluation of knowledge	5	8%
2.3 Community health and safety	Video: Community health and safety	4	
	Activity: What would you do?	2	
	Evaluation of knowledge	3	8%
2.4 Involuntary resettlement	Video: Involuntary resettlement	4	
	Activity: What would you do?	2	
	Evaluation of knowledge	5	12%
2.5. Indigenous peoples	Video: Indigenous peoples	3	
	Activity: What would you do?	2	
	Evaluation of knowledge	3	8%

2.6 Gender equality	Video: Gender equality	4	
	Activity: What would you do?	2	
	Evaluation of knowledge	3	8%

MODULE 3: ENVIRONMENTAL AND SOCIAL RISK MANAGEMENT

Learning objectives

- Determine how environmental and social risks in projects financed by the IDB are classified.
- Understand the different measures for appropriate risk management in the different stages of a project.
- Determine the role of government agencies in the management of environmental and social risks in projects financed by the IDB.

The following table presents details about the learning resources of Module 3, the approximate time required, and the share of the valuable activities in the total score:

Subsection	Learning resources	Time (minutes)	Share of total score
3.1 How are environmental and social risks in projects classified?	Video: How are environmental and social risks in projects classified?	7	
	Activity: What would you do?	2	
	Evaluation of knowledge	5	12%
3.2 What is the role of government agencies in environmental and social management?	Video: What is the role of government agencies in environmental and social management?	6	
	Activity: What would you do?	2	
	Evaluation of knowledge	5	8%
3.3 How do we manage the environmental and social risks in projects financed by the IDB?	Video: How do we manage the environmental and social risks in projects financed by the IDB?	4	
	Activity: What would you do?	2	
	Evaluation of knowledge	3	8%
3.4 What are the consequences of not adequately managing the environmental and social risks in projects financed by the IDB?	Video: Independent Consultation and Investigation Mechanism (MICI) as a last resort	3	
	Activity: What would you do?	2	
	Evaluation of knowledge	5	12%
3.5. Conclusion of the course	Video: Conclusion of the course	2	
	Additional materials	2	
	Satisfaction survey	2	

8. METHODOLOGY

The course is available in a virtual modality, where there is no tutor in charge of monitoring the participant's progress, but rather it is self-directed so that each participant should advance autonomously in the schedules and times that they decide.

In the design of the course, we have combined passive learning resources, such as videos and readings, with active learning resources, in which participation and commitment are the basis for learning.

The purpose of the active learning resources is to apply theoretical content to your country's reality through guided activities that incorporate social and collaborative learning principles.

It is important to keep in mind that learning takes place through a conscious effort to investigate, analyze, reflect and share on topics of interest. We invite you to get the most out of the course by actively participating in it.

The first resource in each module consists of a page containing the description, learning goals, activities and assessments to be conducted. We recommend that you read this first page carefully to know which activities must be performed for the successful completion of the course, and the estimated time needed.

8.1 LEARNING RESOURCES

Each module is divided into sub-modules. Within them you will find various types of components or learning resources:

- Videos: the main learning resource of this course. The videos are short and feature the participation of global experts in each subject.
- Practical exercises: These correspond to short activities that allow you to put the content presented in the video into practice.
- Assessment questionnaires: assessments whose objective is to measure knowledge gains at the end of each subsection. For more information, check the [Evaluation Criteria](#) section.
- Additional resources: list of optional learning resources for a deeper understanding of different topics. The contents of these resources are not graded.

8.2 EVALUATION CRITERIA

The final course grade is an average score based on scores on the questionnaires, weighted as follows:

- 8% Module 1
- 52% Module 2
- 40% Module 3

8.2.1 ASSESSMENT QUESTIONNAIRES

Each module is divided into sub-modules. At the end of each one you will find a questionnaire that contains multiple choice questions, multiple answer and/or true or false questions. The purpose of these questions is to reinforce your knowledge and determine the achievement of learning goals. You will have two opportunities to complete each evaluation.

To pass the course, you should obtain at least 65% of total points in the graded activities.

Only in the verified certificate mode you can see progress in the course, enter the "[Progress](#)" tab that you will find in the top menu of the platform.

9. INSTRUCTORS

The main instructors of this course are:

Cristiane Ronza represents the Inter-American Development Bank's Environmental and Social Risk Management Unit (ESR) in Risk Management Office (RMG). She worked in the Environmental and Social Safeguards Unit (ESG) where she was head of Policy, Knowledge and Country Systems. Prior to joining IDB, Cristiane was the HSBC's Sustainability Risk Manager serving the Group Corporate Sustainability in Latin America, Europe and Asia. Cristiane has extensive experience in environmental and social assessment, having worked in both the public and the private sectors exercising technical and leading functions.

Mariko Russell is the IDB's Chief of Operations in Suriname. She obtained her master's degree in Public Policy and a diploma in Tax Analysis and Income Forecasting from Duke University. After joining the Bank in 1993 as a grant fund manager and co-financing coordinator, Ms. Russell moved to the area of operations in 2000. Since then, she has worked with governments in different areas of institutional strengthening, related to citizen security, indigenous peoples, and civil society.

10. PARTICIPANT SUPPORT SERVICES

As the course unfolds, the following services will be available:

10.1 EDX HELP CENTER

In the Edx Help Center, you will find answers to frequently asked questions about starting the course, basic edX information, certificates and other related topics.

10.2 PARTICIPANT SUPPORT

In the "[Participant support](#)" tab you will find a series of resources that you can use according to your needs:

- [General FAQ](#): here you will find answers to general course topics, such as deadlines or the format of assessment questionnaires.
- [Technical FAQ](#): here you will find answers to technical questions, such as the visualization of resources on computers or mobile devices.
- [Technical assistance form](#): if you do not find an answer to your question, at the end of the page you will find a form through which you can request personalized technical assistance. The response time is less than 24 hours from Monday to Friday and up to 48 hours on weekends.

11. GENERAL POLICIES

11.1 IDBX ACCESSIBILITY POLICY

Since we use the edX platform to deliver the course, we have adopted the edX [accessibility policy](#).

11.2 ACADEMIC INTEGRITY POLICY

Since the edX platform is used to deliver the course, academic integrity issues are addressed through the [edX honor code](#).

11.3 PRIVACY POLICY

Since the edX platform is used to deliver the course, privacy issues are addressed through the [edX privacy policy](#).

11.4 LATE DELIVERY POLICY

If you opt for the verified certificate, the deadline for completing all the graded activities is the last day of the course. After the deadline, assessment options will be disabled.