

# INVITATION FOR NOMINATIONS: IMF SARTTAC Course on Macro-Fiscal Analysis and Quantitative Methods (SA22.23) (Nomination Deadline: May 6, 2022)

Chaudhuri, Debraj <DChaudhuri@imf.org>

Fri 4/22/2022 6:09 PM

To: Chaudhuri, Debraj <DChaudhuri@imf.org>;

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1 attachment

SA22.23\_Macro-Fiscal Analysis and Quantitative Methods-Draft Agenda.pdf;



**SARTTAC**

**SOUTH ASIA REGIONAL TRAINING  
AND TECHNICAL ASSISTANCE CENTER**

**Invitation to TRAINING COURSE (In-Person)**

## Macro-Fiscal Analysis and Quantitative Methods

[REGISTER HERE](#)

**June 6 – 10, 2022**

**9:00 A.M. – 4:15 P.M. (IST)**

Registration Deadline  
**FRIDAY, MAY 6, 2022**

We are pleased to inform you that the IMF Institute for Capacity Development (ICD) and South Asia Regional Training and Technical Assistance Center (SARTTAC) will offer a 5-day in-person training course on **Macro-Fiscal Analysis and Quantitative Methods** (SA22.23, MFAN). The course will be held during **June 6 - 10, 2022** in SARTTAC in New Delhi. A draft agenda for the course is attached. *This course replaces a course on Introduction to Macro-Fiscal Analysis using Microsoft Excel that was earlier notified by SARTTAC and has since been cancelled.*

More information about the course, including the target audience, is available [here](#).



## COURSE DESCRIPTION

The course introduces tools available in Microsoft Excel to ensure sounder fiscal analysis, reporting, and management. It covers methods and techniques in Excel useful for analysts undertaking macroeconomic and fiscal analysis.

## LINKS TO IMPORTANT INFORMATION ON COURSE PARTICIPATION

[Course Nomination/Application, Sponsor Endorsement Instructions, and Selection Procedures](#)

[Course Attendance, Certificate of Participation, and IMF Training Record, and Code of Conduct](#)

## APPLICATION PROCEDURES

Interested officials should apply online for the course in the IMF Training Application System (TAS) using this link – **Register Here** or copy the entire link address, <https://www-ims.imf.org/TAS/signon.aspx?pkey=8388067600006406>, and paste it into the web browser's address bar. The application deadline is **Friday, May 6, 2022**, which will be strictly observed. Your kind cooperation in submitting timely nominations is greatly appreciated.

## ABOUT THE FACULTY



**Mr. John Grinyer** is a Macro-Fiscal Advisor in SARTTAC. John has been working with Microsoft Excel for over twenty years, using it as a tool to clean and analyze data to inform government policy and make better decisions. He began his career 20 years ago as an economist for the UK government, and has been working with the IMF on-and-off since 2012. John has been a resident advisor in several finance ministry economic analysis departments and macro-fiscal units, which typically use Microsoft Excel extensively for their work, where it is the ideal tool for doing both 'quick-and-dirty' and more involved long-term modelling and data analysis to answer policy questions. John has been working with SARTTAC since 2019, and joined the center as full-time advisor in January 2022.



**Ms. Celeste Marie Kubasta** is a Public Financial Management (PFM) Advisor in SARTTAC who joined in June 2020 and has been working for the IMF in regional capacity development centers since 2013. She previously worked at IMF technical assistance centers in the Caribbean and Pacific. With more than thirty years of experience, her work has focused on implementation of public finance management reforms in policy formulation, budget preparation and execution, and financial reporting processes. She has experience with government business enterprises and risk management in addition to auditing and IT system implementation. Prior to joining the IMF, she worked for the U.S. Treasury, providing technical assistance in Africa and the Middle East, was the Deputy Budget Director in the U.S. state of North Dakota, and taught financial management courses at local universities.

## QUALIFICATION, NOMINATION, AND SELECTION

This course is open to all qualified and eligible officials. No limits are placed on the number of officials who apply for this training, whether on their own or through nomination by a sponsoring agency. In nominating officials, the sponsoring agency should ensure that participation in the course is relevant and appropriate to officials' work. Each applicant/nominee must designate a course sponsor in their online application, who must submit a sponsor form. Upon submission of the application and receipt of the sponsor form, all will be reviewed in SARTTAC, with each applicant receiving an email indicating whether they have been selected for the course. Officials who apply or are nominated can also view their application status by logging into the IMF Training Application System (TAS). The selection process will give priority to those whose professional assignments are closely related to the subject matter of the course and who have not received previous IMF training in the same area. Complete details on applying to courses (in-



person) in SARTTAC can be found in the links above on important information for course participation and at [Applying to Courses \(in-person\)](#).

## TRAINING DELIVERY PERIOD

The course will be conducted in-person. For this course, daily training sessions are scheduled during weekdays between 9:00 a.m. and 4:15 p.m. (India Standard Time). Please see the draft agenda for more details. Participants coming from outside New Delhi are expected to arrive there on Sunday, June 5, 2022 and depart on Friday, June 10, 2022, if possible.

## CONTACT INFORMATION

For further information regarding course content and the application procedure, please contact **Debraj Chaudhuri** (mobile: +91 9711460576, email: [dchaudhuri@imf.org](mailto:dchaudhuri@imf.org)) or **Jagriti Arya** (mobile: +91 9811815649, email: [jarya@imf.org](mailto:jarya@imf.org)) in SARTTAC.

For information on upcoming training in SARTTAC, visit [www.sarttac.org](http://www.sarttac.org) or follow us on 

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**Development Partners:** Australia, EU, Korea, UK

**DEBRAJ CHAUDHURI**  
Senior Course Administrator

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Building Macroeconomic Capacity in South Asia



**INTERNATIONAL MONETARY FUND**  
**Institute for Capacity Development**

**South Asia Regional Training and Technical Assistance Center**  
**Macro-Fiscal Analysis and Quantitative Methods**

**June 6 – 10, 2022**  
**New Delhi, India**

**DRAFT PROGRAM**



**SARTTAC**  
South Asia Regional Training and Technical Assistance Center  
New Delhi, India

**Day 1: Monday, June 6**

10:00 a.m. - 10:15 a.m.		<b>Administrative Briefing</b>
10:15 a.m. - 10:30 a.m.		<b>Opening Session</b> <i>Mr. David Cowen, Director, IMF – SARTTAC</i> <i>Mr. John Grinyer, Macro-Fiscal Advisor, IMF - SARTTAC</i>
10:30 a.m. - 11:15 a.m.	L-1	<b>Introductions and ice breaker</b>
11:15 a.m. - 11:30 a.m.		Break
11:30 a.m. - 12:30 p.m.	L-2	<b>Spreadsheet basics</b> <i>What do we use spreadsheets for?</i> <ul style="list-style-type: none"><li>▪ <i>Setting up a spreadsheet, using a spreadsheet for communication not just calculation.</i></li><li>▪ <i>Inputs, calculations, outputs</i></li><li>▪ <i>Shortcut keys, color codes</i></li><li>▪ <i>Understanding Key terminologies: Workbook, Worksheet, Range, Cell, linking between tabs and files.</i></li></ul>
12:30 p.m. - 2:00 p.m.		Lunch Break
2:00 p.m. - 3:00 p.m.	L-3	<b>Analytical functions in Excel</b> <i>Calculating growth rates, trends, standard deviations, moving averages, correlations, regressions, and other formulas</i>
3:00 p.m. - 3:15 p.m.		Break
3:15 p.m. - 4:15 p.m.	L-3	<b>Analytical functions in Excel (Cont.)</b>

**Day 2: Tuesday, June 7**

9:00 a.m. - 10:30 a.m.	L-4	<b>Importing data and data cleaning</b> <ul style="list-style-type: none"><li>▪ <i>Importing data into Excel. Comma separated variable files, using 'text-to-columns', pdf-to-Excel tools and tips</i></li><li>▪ <i>Data cleaning: find &amp; replace, using auto filter to remove non-data rows</i></li><li>▪ <i>Identifying problem data</i></li><li>▪ <i>Gap filling</i></li></ul>
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10:30 a.m. – 10:45 a.m.		Break
10:45 a.m. – 12:30 p.m.	L-4	<b>Importing data and data cleaning (Cont.)</b> <b>Exercise</b>
12:30 p.m. – 2:00 p.m.		Lunch Break
2:00 p.m. – 3:00 p.m.	L-5	<b>Analyzing data</b> <ul style="list-style-type: none"> <li>▪ <i>Using autofilter and advanced filters</i></li> <li>▪ <i>Lookups and IF function</i></li> <li>▪ <i>Simple usages of IF functions for analyzing data</i></li> <li>▪ <i>Using VLOOKUP(), HLOOKUP() and INDEX(MATCH()) to find values in spreadsheets.</i></li> <li>▪ <i>Introduction to pivot tables</i></li> </ul>
3:00 p.m. – 3:15 p.m.		Break
3:15 p.m. – 4:15 p.m.	L-5	<b>Analyzing data (Cont.)</b>

### Day 3: Wednesday, June 8

9:00 a.m. – 10:30 a.m.	L-6	<b>Administrative data exercise</b> <ul style="list-style-type: none"> <li>▪ <i>Importing and cleaning example payroll data.</i></li> <li>▪ <i>Using Excel to analyze the data and give policy advice.</i></li> </ul>
10:30 a.m. – 10:45 a.m.		Break
10:45 a.m. – 12:30 p.m.	L-6	<b>Administrative data exercise (Cont.)</b>
12:30 p.m. – 2:00 p.m.		Lunch Break
2:00 p.m. – 3:00 p.m.	L-7	<b>Managing errors in Excel</b> <ul style="list-style-type: none"> <li>▪ <i>Understanding the different types of errors (NA, VALUE, DIV0)</i></li> <li>▪ <i>Formula step-throughs, tracing precedents and dependents, and identifying and fixing circular references.</i></li> </ul>
		<b>Making the spreadsheet robust to change</b> <ul style="list-style-type: none"> <li>▪ <i>Data-types, locking cells, external and internal links</i></li> <li>▪ <i>What is 'data validation' and how can it be used?</i></li> </ul>
3:00 p.m. – 3:15 p.m.		Break
3:15 p.m. – 4:15 p.m.	L-7	<b>Managing errors in Excel (Cont.)</b> <b>Making the spreadsheet robust to change (Cont.)</b>

Day 4: Thursday, June 9		
9:00 a.m. – 10:30 a.m.	L-8	<b>‘What-If’ analysis in Excel</b> <i>Goal seek and the Watch Window (Using goal seek and solver to find values in a framework), Scenario Manager, Data Tables for sensitivity analysis.</i>
10:30 a.m. – 10:45 a.m.		Break
10:45 a.m. – 12:30 p.m.	L-8	<b>‘What-If’ analysis in Excel (Cont.)</b>
12:30 p.m. – 2:00 p.m.		Lunch Break
2:00 p.m. – 3:00 p.m.	L-9	<b>Using your Excel outputs Charts</b> <i>Building professional charts in Excel to support influential policy advice</i> <ul style="list-style-type: none"> <li>▪ <i>Using your Excel outputs in Word documents</i></li> <li>▪ <i>Linking between Excel and Word</i></li> <li>▪ <i>Tips for creating reports in Word</i></li> </ul>
3:00 p.m. – 3:15 p.m.		Break
3:15 p.m. – 4:15 p.m.	L-9	<b>Using your Excel outputs Charts (Cont.)</b>
Day 5: Friday, June 10		
9:00 a.m. – 10:30 a.m.	L-10	<b>Guest lecture on quantitative methods in project analysis</b> <i>Ms. Celeste Kubasta, Public Financial Management Advisor, IMF – SARTTAC</i>
10:30 a.m. – 10:45 a.m.		Break
10:45 a.m. – 11:45 a.m.	L-11	<b>An introduction to macros</b> <i>What are macros, and how can they be used? Where is the code?</i>  <i>Developer Tab, Macro Recorder, and interpreting the recorded macro (intro). How could they be used in the forecasting framework?</i>  <i>Recapping specific topics on request.</i>
11:45 a.m. – 12:15 p.m.		<b>Post-workshop quiz and Course Evaluation</b>
12:15 p.m. – 12:30 p.m.		<b>Closing Session and Presentation of Certificates</b>

<b>Day 4: Thursday, June 9</b>		
9:00 a.m. – 10:30 a.m.	L-8	<b>‘What-If’ analysis in Excel</b> <i>Goal seek and the Watch Window (Using goal seek and solver to find values in a framework), Scenario Manager, Data Tables for sensitivity analysis.</i>
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10:45 a.m. – 12:30 p.m.	L-8	<b>‘What-If’ analysis in Excel (Cont.)</b>
12:30 p.m. – 2:00 p.m.		Lunch Break
2:00 p.m. – 3:00 p.m.	L-9	<b>Using your Excel outputs Charts</b> <i>Building professional charts in Excel to support influential policy advice</i> <ul style="list-style-type: none"> <li>▪ <i>Using your Excel outputs in Word documents</i></li> <li>▪ <i>Linking between Excel and Word</i></li> <li>▪ <i>Tips for creating reports in Word</i></li> </ul>
3:00 p.m. – 3:15 p.m.		Break
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