

The Switch School Curriculum

S/N	Learning Outcome	Facilitator		Week 1					Week 2-8					Week 9-12		
				M	T	W	T	F								
	Module 1															
	Day 1-Introduction & Orientation															
1.1	The GMD's welcome address	GMD														
1.2	About Interswitch – Core Values and Culture	HRLT														
1.3	Introduction to the 4,5,6 strategy	Daniel Uwaifo														
1.4	Interswitch Journey-Purpose, Vision, Mission,	Oremeyi Akah														
1.5	First 90 days (the book and journey)	Talent Management														
1.6	HRBP - Meet & Greet	HR Business Partners														
1.7	Work tools set-up	IT/New Hires														
	Module 2															
	Day 2- People Policies and Practices (HR Day)															
2.1	Organisational Development process	Head, OD														
2.2	HR shared services	HRSS, Team Lead														
2.3	Total rewards	Head Rewards														
2.4	Talent Management	Talent Management														
2.5	Facilities/Health & Safety	Facilities/Health & Safety														
2.6	Agile/Digital Transformation	Agile/Digital Transformation														
2.7	HR Business Partnering	HRBP Lead														
	Module 3	Module 3														
	Day 3- (Product & Policies)	Day 3- (Product & Policies)														
3.1	Product Overview & Structure	Systemgra product team														
3.2	Marketing & Corporate communications policy	Adaobi Ezirim														
3.3	Compliance Policy	Kehinde Titiloye														
	Break	Break														
3.4	Information security policy & Implications	Kehinde Salami														
3.5	Risk Management & Integrated Management System Awareness policy	Gbade Abodunrin														
3.6	Internal Audit Policy	Ajiboye Olajumoke														
	Module 4	Module 4														
	Day 4 & 5-Empowered People	Day 4 & 5-Empowered People														
4.1	Foundational Courses-Personal Effectiveness and Productivity (Collaoration, problem solving, personal effectiveness, Time Management, Productivity e.t.c)	External														
4.2	Personal Branding (Poise, eloquence etc)															
4.3	Statutory/Organisational Courses	Internal														
HRBP Weekly Check in																
	Module 5															
	Week 2-8- Functional Induction															
	Functional Induction week															
5.1	Functional induction week															
5.2	Job Rotation/Shadowing															
HRBP Weekly Check in																
	Module 6															
	Week 9 - 12 Project,Final assessments & closure															
6.1	Switch School Project															
6.2	Final assessments	All														
HRBP Weekly Check in																

Day 1 –New Hire welcome

S/N	FOCUS AREA	
1	Opening and Welcome – Introductions, overview of onboarding programme and Switch School, general Q&A and Feedback	9:00am-10:00am
2	About Interswitch – Purpose, Vision, Mission, Values and Culture	10:00am-10:30am
3	GMD's welcome address	10:30am-10:45am
Tea Break		10:45am-11:10am
4	Introduction to Interswitch Strategy	11:15am-12:15pm
5	Work tools set-up	12:15pm-12:45pm
Lunch		1:00pm
6	Facilities & HSE	2pm-2:45pm
7	HRBP - Meet & Greet	2:50pm-3:05pm
9	Check in and Closing	3:05pm-4:00pm

Mode of Attendance -Physical

Day 2 - HR Day

S/N	FOCUS AREA	
1	Organisational Design Process	9:00am-10:00am
Tea Break		10:00am-10:15am
2	Total Rewards	10:15am-11:15am
3	HR Shared Services	11:15am-1:15pm
4	Performance Management	1:15pm-2pm
5	Facilities	2pm-2:45pm
Lunch		45 mins break
6	Agile Digital Transformation	3:30pm-4pm
7	HR Business Partnering	4pm-4:30pm
8	Check in and Closing	

Mode of Attendance : Virtual

Day 3 - Products and Policies

S/N	FOCUS AREA	
1	Products Overview & Structure	9:00am-11:00am
Tea Break		11:00am-11:15am
2	Marketing and corporate communications policy	11:15am-12:15pm
3	Compliance policy	12:15pm-1:15pm
4	Lunch	1:15pm-2pm
5	Information Security policy and implications	2pm-2:45pm
6	Risk Management and Integrated management system awareness policy	2:45pm-3:45pm
7	Internal Audit Policy	3:45pm-4:30pm
8	Check in and Closing	

Mode of Attendance: Virtual

Day 4 - Soft skills

S/N	FOCUS AREA	
1	Breakfast	8:00am-8:30am
2	Personal Effectiveness and Productivity (Collaoration, problem solving, personal effectiveness, Time Management, Productivity e.t.c)	8:30-1:00pm
3	Lunch	1:00pm-2pm
4	Personal Branding (Poise, eloquence etc)	2pm-4:30
5	Check in and Closing	

Mode of Attendance: E-Learning

Day 5 - Statutory courses

S/N	FOCUS AREA	
1	Interswitch Journey	9:00am-10am
2	<ul style="list-style-type: none"> Deployment of Statutory courses- <ul style="list-style-type: none"> • Lean six sigma • Anti-Money Laundering (AML) and Counter Financing of Terrorism (CFT) - Module 1 <ul style="list-style-type: none"> • Anti-Bribery and Corruption - Module 2 • Gifts and Benefits - Module 3 • Integrated Management System Awareness • Interswitch Payment Gateway Product • Outside Business Interest (OBI) and Conflicts of Interest (COI) - Module 4 <ul style="list-style-type: none"> • Catalyze Cross-Functional Collaboration • Getting Started with 5S 	

Mode of participation: Virtual & E-Learning

Week 2-12 Functional Induction

S/N	FOCUS AREA	
1	Functional Shadowing	Week 2-8
2	Job Rotation & Shadowing	
4	Switch School Projects	Week 9-12
5	Final Assessments	

Mode of Attendance:
Hybrid (Week 2-12)