



## ICT Teachers' Association of Uganda (ITAU)

Coordination Centre: Kololo Senior Secondary School,  
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6<sup>th</sup> June, 2019

TO: The Head Teacher / Principal / Director

Thru: The Head Teacher

Kyebambe Girls' SS  
Fort Portal

*Forwarded  
you are welcome  
Kampala*



Dear Sir / Madam,

**RE: REGIONAL ICT TEACHERS CAPACITY DEVELOPMENT WORKSHOP ON 6<sup>th</sup> JULY 2019 AT  
KYEBAMBE GIRLS SS**

We hereby invite your ICT / Computer Studies teachers for our regional capacity development workshop scheduled for Saturday 6<sup>th</sup> July, 2019 at Kyebambe Girls SS, Fort Portal.

This year we recently concluded our national capacity development workshop which was held at on 6<sup>th</sup> and 7<sup>th</sup> May 2019 at Kololo Senior Secondary School, Kampala, with a focus of skilling and tooling the ICT teachers to effectively manage and maintain the school computer laboratories and hands-on in new approaches for curriculum delivery of commonly challenging topics like programming and website design. The workshop was a success due to the great turn up and some support from several sponsors and partners.

We are now organising several regional workshops as an outreach and follow up on what was shared in Kampala. This is going to make it easier for ICT Teachers within the region to attend since the workshop will be nearer to them. This workshop is going to involve hands-on sessions in the computer lab as indicated on the attached tentative program. The workshop fee is **UGX 25,000** to cater for meals, facilities, facilitation, workshop materials and resources. Your school can send as many teachers as it can facilitate.

Teachers are requested to confirm their participation by registering through the link [cdw.ictteachersug.net](http://cdw.ictteachersug.net) for proper planning.

Yours faithfully,

**Kakaire Charles**  
National Chairperson – ITAU  
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**Kasule Bernard**  
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**REGIONAL ICT TEACHERS' CAPACITY DEVELOPMENT WORKSHOP**  
at Kyebambe Girls Senior Secondary School, Fort Portal, on Saturday 6<sup>th</sup> July 2019

**Tentative Workshop Program**

<b>Time</b>	<b>Computer Lab</b>	<b>Incharge</b>
08:00 - 09:00am	<b>Arrival</b> and registration	Regional ITAU Executives Present, ICT Dept Kyebambe Girls (hosts)
9: 00 – 10:00am	Welcome Remarks, Introductions and Report on ITAU progress and ongoing Programs	Regional Chairperson / Vice/ Coordinator/ Publicity Secretary
10: 00 – 1:00 pm	Effective Approach to Web Design at Olevel Using Microsoft Expression Web	FACILITATOR 1
<b>01: 00 – 02:00pm</b>	<b>Lunch, Networking and Resource Sharing</b>	
02:00 - 03:00pm	Tips on Assessment and Improving Students Grades in Examinations	FACILITATOR 2
03:00 - 04:00pm	Digital Pedagogy: Empowering teachers with digital tools and resources for improved curriculum delivery.	PARTNERS
04: 00 – 05:00pm	Closing Ceremony: <ul style="list-style-type: none"><li>• Speech by head teacher</li><li>• Speech by guest of honor</li><li>• Issue of certificates and ITAU announcements</li></ul>	MC, Sponsors, ITAU Executives present, Headteacher Kyembambe Girls, Guests

NB: There will be no break in the morning but some simple refreshments will be given to the members during the session (working break).