FREE BASIC ICT VOCATIONAL TRAINING PACKAGE

Training Outcome: Trainees should be able after the 3 training modules to use internet for research (job advertisements, information concerning SDGs, free online courses, health, legal, Women's rights, climate change, peace, addresses, institutions, companies etc.). In addition Trainees should be able to write, send and receive e-mail. After completing the training participants can join our Community of Practices where they will have access to the training materials and gain more knowledge on ICT and explore other development opportunities. If required participation certificate can be delivered...	
Target Group:	Students, People with Disabilities, CBOs Staff, New to the Internet, Women, Youths, Marginalized Groups, Job Seekers etc.
Prerequisites:	Email address and Interest in ICT.
Facilities	Classrooms equipped with PCs, Notebooks and have access to Internet. Cyber Café, ICT hotspots or Telecentres. Mobile Internet Devices (Get the Android app, Get the iPhone app, Get the iPad app) headsets, and headphones etc.
Training Organization:	KFDWB in cooperation with IBM Austria.
Training:	

Days of training:	To be fixed with the Local Partner/Community Manager/Regional Manager....
Language of training:	English/French
Training module and specific schedule:	**Day 1:** Introduction of trainer and overview Explanation of basic parts of computer, basic terms and how to switch on the computer, basic Microsoft Word skills like… **Output of day 1:**
	Trainees shall be able to write a text in Microsoft Word on the PC **Day 2:** Explanation of benefits of internet research and how to use google and yahoo. **Output of day 2:** Trainees shall be able to research and find specific information online. **Day 3:** Create an e-mail account, send and receive e-mail… **Output of Day 3:** Trainees should be able after Day 3 to write, send and receive e-mails.