



MT-INFOTECH LTD

MAKERERE HILL, POOL ROAD P.O.Box 13120, KAMPALA,
UGANDA-EAST AFRICA Tel: +256 701 344280/ 0775 392161

Regional Branches: **Kabale, Mbarara**

Website: www.mtinfotech.net Email: mtinfotechltd@gmail.com

Our Ref: MT/ICT23/18

2nd April, 2018

The Head teacher/Principal/Director,

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Dear Sir/Madam,

Re: ICT TEACHERS' REFRESHER WORKSHOP-2018

On behalf of **MT Infotech Ltd**, I would like to invite your ICT teacher(s) for a one (1) day ICT refresher Workshop on **9th June 2018** at **Kololo S.S** starting at 8:30am. You will fund the teacher(s) you nominate with **30,000/=** per teacher to cater for meals and facilitation. The workshop will be non-residential and your school can send as many teachers as it can facilitate.

This year's workshop will mainly focus on the following areas:

- i). Understanding Computer Studies and Sub ICT syllabi;**
- ii). Discussion about ICT content and current trends (Databases, Excel, Advanced Word processing, Web design, Programming);**
- iii). Sharing ideas about forming a National ICT teachers' association.**

The aim of the refresher workshop is to enable sharing of experiences in ICT teaching in the areas of resource utilisation, classroom management and content delivery. It will also help teachers to improve on their skills required in offering ICT technical support to schools and institutions where they serve.

Please confirm your school participation using the above contacts.

Yours truly


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BARBARA KAYONDO
MANAGING DIRECTOR



“www.mtinfotech.net”