

COURSE ADVERTISEMENT

Course Description

In the framework of promoting entrepreneurship skills development in Rwanda, TBIF Under the department of Private sector Development at CITT through KIST is offering a short term course on "ICT FOR ENTREPRENEURS" to improve their ICT Skills in business.

Course Objectives:

- To provide practical, hands-on training to enable participants to acquire ICT skills needed for entrepreneur.
- To train small and medium enterprise owners/managers in Rwanda to gain necessary knowledge and skills in ICT.

Course Contents:

1. Fundamental of Hardware and Software.

- Basic component of computer
- Primary and secondary storage Device & media
- Input and output Devices and Media
- How data is stored in the computer
- Systems and application Programs & user Interface & Data Communication

2. Application and Implications

- Hardware and Software Applications
- Internet and Intranets
- Information Collection, Storage and Sharing
- Protecting and Securing Information
- Measures to reduce Information Misuse
- Current Trends in Technology

3. Microsoft word 2007 and Microsoft excel 2007

- Starting Microsoft word/excel and activating a drive
- Typing and selecting text using Simple Formats
- Checking Spelling and Grammar

- Bullets, numbering, Tables and Tabs
- Creating a text box, Inserting an image into a document and Auto text and Printing
- Formula and formatting

Course Duration:

The course will take **12 weeks** beginning January 2010. The course will be conducted in the evening from 5:30 pm to 8:30 pm, three days per week: Monday, Wednesday, and Friday

Course Fees:

Registration Tuition fee: 83,000 Frw per program
For more information & registration please contact
TBIF Administrative Officer: 0788416256 or TBIF IT Officer 0755125203

Location:

Kigali Institute of Science and Technology,
Centre for Innovations and Technology Transfer (CITT)
Department of Private Sector Development
KIST Remera Campus
Web site : www.tbifrwanda.com, e mail : tbif@kist.ac.rw

Done at Kigali, on 7th December 2009


Prof. Abraham Atta Ogwu
Rector

