



**KNOWLEDGE
FOR DEVELOPMENT
WITHOUT BORDERS**
DEVELOPMENT AID SUPPORT

Please fill and signed this checklist and return it to

info.k4DWB@gmail.com

| Contact details | | |
|---|--|--------------------------------|
| Name: | Grace Bello | |
| Country: | Nigeria | |
| TrainingCoordinator: | Grace Bello | |
| Implementing Organization | Oiza Bello Foundation | |
| Contact(full): | 30 Adekunle Selesi Crescent, Ajao Estate, | |
| Training Area: | Lagos, Makurdi | |
| Training Planning | | |
| AnticipatedDate | Country | Local Partner(s) |
| 09/01/17 | Nigeria | Drukmode Transitional Services |
| | | |
| Venue: | | |
| Address and how to reach venue by public transport otherwise: | Olakunle Selesi Crescent, Ajao Estate, Lagos. Victory Computers, 43 old Otupo road, High level, Makurdi, Benue state. 2 hours by Bus. | |
| Legal arrangement (e.g. Rental). If rented, please indicate cost: | 150,000 naira daily. | |
| Facilities (how many computers, beamers, classrooms etc.): | 10 Computers in 1 class room | |
| Total cost of facilities: | 50,000 naira per day | |
| | | |
| Facilitator: | | |
| Name of the co-facilitator | Adeyemi Rukayat Modupe | |
| Background and skills of the co-facilitator (language, IT, etc.): | IT Consultant with own IT company. | |
| Certification of trainers: | Please do not complete | |
| Contractual Arrangements with trainers: | Please do not complete | |
| Salary for trainers: | Please do not complete | |

| | |
|---|---|
| Costs of training materials: | Please do not complete |
| Training: | |
| Duration/number of Days: | 3 |
| Language: | English |
| Training module and specific schedule: | <p>Day 1: <i>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...</i></p> <p>Output of day 1: <i>Trainees shall be able to write a text in Microsoft Word on the PC</i></p> <p>Day 2: <i>Explanation of benefits of internet research and how to use google and yahoo. Exercises on how to use internet for research (job searching and advertisements, information concerning health, legal, addresses, institutions, companies etc.)</i></p> <p>Output of day 2 <i>Trainees should be able to use internet to research information online</i></p> <p>Day 3: <i>Create an e-mail account send and receive e-mail.</i></p> <p>Output of Day 3: <i>Trainees should be able to know how to create an email account, send and receive an e-mail.</i></p> |
| Training material: | Please do not complete |
| Cost of training material (preparation, print-outs, etc.) | Please do not complete |
| License for training in country of training: | Please do not complete |
| Cost of organization of trainings: | Please do not complete |
| | |
| Trainees: | |
| How will trainees be reached out and recruited: | From Youth groups, cooperatives, etc. |

| | |
|---|---|
| Estimated Number of trainees to register: | 60 per state |
| Tests and delivery of attestation/certificate for participants? | If yes, we can only deliver at this stage a certificate that printed be printed by the participants |
| | |
| Monitoring and Evaluation: | |
| Monitoring during Training: | The local co-facilitator will support Monitoring and Evaluation. |
| Evaluationen follow up: | Participants will be evaluated and join for free our close Community of Practices. |
| | |
| Challenges/Risks: | |
| What are potential challenges/risks linked to the proof concept implementation in your country? How do you know them? E.g. statistics, studies, experience Including sources) | Network unavailability- this is known from previous attempts. Availability of smart phones to those in very remote areas. |
| Challenge/Risk-mitigation measures: How can we overcome them? Please, explain. | We can find an alternative connection supply or bring the participants to an area with better connectivity. |
| Additional information | |

NB: This Training Package will be delivered by our international training expert for free. The local Partner organization is in charge of the local facility and accommodations. We could offer live/online training package from 5-150 participants. Contact us on: info.k4DWB@gmail.com

We respect data privacy.

Contact us at: info.k4DWB@gmail.com

Copyright© KFDWB

Date, Signature: 25/11/16

Name of Training Coordinator: Grace Bello