

MSME DIGITAL BOOTCAMPS

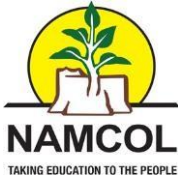
MONDAY, 25 SEPTEMBER 2023 | 08:00 - 13:00

PROGRAMME

Programme Director: Ms. Maria Namukwambi, Consultant: MSME Business Advisory Services:
Namibia Investment Promotion & Development Board (NIPDB)

Venue: NAMCOL Center, Otjiwarongo

08:00-08:30	Registration All
08:30-09:00	Welcoming Remarks Hon. James Unomasa Uerikua Governor: Otjozondjupa Region
09:00-09:30	Namibian College of Open Learning (NAMCOL) Ms. Dina Haufiku Regional Manager: Central Region Mr. Phillip Kambonde Manager: Enterprise Development
09:30-10:00	Konrad-Adenauer-Stiftung Ms. Claudia Gossow Programme Manager KAS Namibia & KAS Angola Konrad-Adenauer Stiftung
10:00-11:00	Lesson Commences: Module 1: Computer Basics (Hardware & Software) and File Management Mr. Moses Ngunga Facilitator NAMCOL
11:00-11:20	Tea Break
11:20-13:00	Computer Basics (Hardware & Software) and File Management Mr. Moses Ngunga Facilitator NAMCOL
	End



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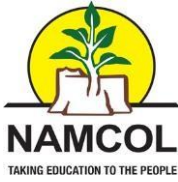
TUESDAY, 26 SEPTEMBER 2023 | 08:00 - 13:00

PROGRAMME

Programme Director: Ms. Maria Namukwambi, Consultant: MSME Business Advisory Services:
Namibia Investment Promotion & Development Board (NIPDB)

Venue: NAMCOL Center, Otjiwarongo

08:00-08:20	Registration All
08:20-08:40	Recap of Day 1 Mr. Moses Ngunga Facilitator NAMCOL
08:40-10:30	Module 2: Microsoft Word Mr. Moses Ngunga Facilitator NAMCOL
10:30-10:50	Tea Break
10:50-13:00	Module 2: Microsoft Word Mr. Moses Ngunga Facilitator NAMCOL
13:00	End



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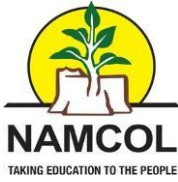
WEDNESDAY, 27 SEPTEMBER 2023 | 08:00 - 13:00

PROGRAMME

Programme Director: Ms. Maria Namukwambi, Consultant: MSME Business Advisory Services:
Namibia Investment Promotion & Development Board (NIPDB)

Venue: NAMCOL Center, Otjiwarongo

08:00-08:20	Registration All
08:20-08:30	Recap of Day 2 Mr. Moses Ngunga Facilitator NAMCOL
08:30-11:00	Module 3: Microsoft Excel Mr. Moses Ngunga Facilitator NAMCOL
11:00-11:20	Tea Break
11:20-13:00	Module 3: Microsoft Excel Mr. Moses Ngunga Facilitator NAMCOL
13:00	End



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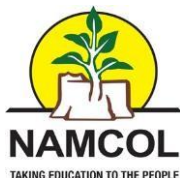
THURSDAY, 28 SEPTEMBER 2023 | 08:00 - 13:00

PROGRAMME

Programme Director: Ms. Maria Namukwambi, Consultant: MSME Business Advisory Services:
Namibia Investment Promotion & Development Board (NIPDB)

Venue: NAMCOL Center, Otjiwarongo

08:00-08:20	Registration All
08:20-08:30	Recap of Day 3 Mr. Moses Ngunga Facilitator NAMCOL
08:30-11:00	Module 4: Microsoft Powerpoint Mr.Moses Ngunga Facilitator NAMCOL
11:00-11:20	Tea Break
11:20-13:00	Module 4: Microsoft PowerPoint Mr. Moses Ngunga Facilitator NAMCOL
13:00	End



MSME DIGITAL BOOTCAMPS

FRIDAY, 29 SEPTEMBER 2023 | 08:00 - 14:00

PROGRAMME

Programme Director: Ms. Maria Namukwambi, Consultant: MSME Business Advisory Services:
Namibia Investment Promotion & Development Board (NIPDB)

Venue: NAMCOL Computer-Based Training Center, Otjiwarongo

08:00-08:20	Registration All
08:20-08:30	Recap of Day 4 Mr. Moses Ngunga Facilitator NAMCOL
08:30-11:00	Module 5: Communication (Internet & E-Mail) Mr. Moses Ngunga Facilitator NAMCOL
11:00-11:20	Tea Break
11:20-13:00	Module 5: Communication (Internet & E-Mail) Mr. Moses Ngunga Facilitator NAMCOL
13:00 - 1400	Lunch
14:00	Prize Giving & Closing Remarks