Announcement

Training Workshop on ICT Tools and Hardware troubleshooting

Objectives	• To train the staff on ICT Tools and troubleshooting
Contents	Part A – ICT Tools 1. Personal organisation 2. Collaboration and Document management at workplace 3. Continues enhancement of knowledge and skills Part B – Hardware troubleshooting 1. Components of a Computer, and related devices 2. Connecting Input / Output devices, driver installation and issues 3. Common hardware and software issues and rectifying them
Resource Person(s)	**Dr. E. Y. A. Charles** Senior Lecturer in Computer Science & Director / OTS University of Jaffna **Mr. T. Sugirthan & Mr. P. Kobikrishna** (Network Manager, Computer Unit)
Target group	**Technical officers in the computer labs, CAAs (Computer Application Assistants) and Management Assistants** .
Intended Learning Outcome	At the completion of the programme, participants should be able to – organise themselves and use ict tools to be more productive. – handle computers and peripheral devices and troubleshoot common issues.
Medium	• Tamil
Date & Time:	• **11th August 2020, 8.30.00 am – 4.00 pm**
Venue	Computer unit, University of Jaffna
Registration	ttps://docs.google.com/forms/d/e/1FAIpQLScKQUceySNWo3vJD2Rc0q4iozBWZbnd7sf5S6yeWgMe6ljOPQ/viewform?usp=sf_link

Director/SDC