



Affordable Computers & Technology for Tanzania

ACTT IT Training Courses & Pricing

Level 1: Computer Fundamentals Package

General introduction to computers, designed for groups of five or more people. In particular, this package is recommended by ACTT for Mkombozi Non-Formal Education (NFE) youth. Lessons included:

- Lesson 1 - Maintenance control (4 hours)
- Lesson 2 - Switching ON and OFF (8 hours)
- Lesson 3 - Computer parts and function (14 hours)
- Lesson 4 - Desktop settings (18 hours)
- Lesson 5 - Files and folders (10 hours)
- Lesson 6 - Working with documents (16 hours)

Duration: 2 weeks @ 3-4 hours per day
Certificate: ACTT Certificate of Participation
Price: 30,000 Tsh per student

Level 2.1: Introduction to PC & Applications (Package #1)

General introduction to computers, Microsoft (MS) applications, the internet and e-mail, designed for groups of five or more people. Note that this package is recommended by ACTT for Mkombozi NFE youth who are on holiday. Lessons included:

- Lesson 1 - Introduction to computers (6 hours)
- Lesson 2 - MS Word 2000/2003 (10 hours)
- Lesson 3 - MS Excel 2000/2003 (10 hours)
- Lesson 4 - MS PowerPoint (8 hours)
- Lesson 5 - Internet and e-mail (10 hours)

Duration: 2 weeks @ 3-4 hours per day
Certificate: ACTT Certificate of Completion
Price: 70,000 Tsh per student

Level 2.2: Introduction to PC & Applications (Package #2)

Similar to Level 2.1, but with more advanced, detailed training in computers, MS applications, internet and e-mail. Also, provides hardware skills and teaching techniques. This package is recommended for CTLC trainers, government employees and other individuals who have a limited time to take the courses. Lessons included:

- Lesson 1 - Introduction to computers (10 hours)
- Lesson 2 - MS Word 2000/2003 (16 hours)
- Lesson 3 - MS Excel 2000/2003 (16 hours)
- Lesson 4 - MS PowerPoint (10 hours)
- Lesson 5 - Internet and e-mail (10 hours)
- Lesson 5 - Hardware skills and teaching techniques (16 hours)

Duration: 4 weeks @ 3-4 hours per day
Certificate: Microsoft CTLC Certification
Price: 121,450 Tsh per student

Level 3: Computer Applications Portfolio

Training in various computer application programs that may be of interest and relevance to the individual user. Courses are not bundled as a package, they are individually priced, and each is made available as time and resources permit. (Please contact ACTT to ensure that a particular course of interest to you is currently available.) Students must complete four courses (minimum) in order to receive an ACTT Certificate of Completion. Course options include:

- Introduction to PCs (14 hours) = 10,000 Tsh
- MS Word 2000/2003 (28 hours) = 15,000 Tsh
- MS Excel 2000/2003 (28 hours) = 15,000 Tsh
- MS PowerPoint (16 hours) = 15,000 Tsh
- MS Access (30 hours) = 20,000 Tsh
- MS Publisher (28 hours) = 20,000 Tsh
- Graphics editing (40 hours) = 25,000 Tsh
- Internet & e-mail (18 hours) = 15,000 Tsh
- Adobe PageMaker (28 hours) = 15,000 Tsh
- Website design (40 hours) = 30,000 Tsh
- QuickBooks (40 hours) = 30,000 Tsh

Level 4: Computer Hardware, Maintenance & Repair Package

Training in computer set-up and configuration, trouble-shooting and maintenance, computer components, hardware/parts, interfaces, ports, connectors and electricity. Lessons included:

- Lesson 1 - Introduction to computers (2 days)
- Lesson 2 - Interfaces, ports, connectors & internal devices (2 days)
- Lesson 3 - Assembly / disassembly & other peripherals (2 days)
- Lesson 4 - Electricity & protection devices (2 days)
- Lesson 5 - PC installation & configuration (3 days)
- Lesson 6 - Troubleshooting (2 days)
- Lesson 7 - Computer maintenance (2 days)

Duration: 3 weeks @ 3-4 hours per day
Certificate: ACTT Hardware Certificate
Price: 78,000 Tsh per student

Note: At all levels / courses, arrangements can be made to provide lunch for special groups (e.g. CTLC trainers)