



UNIVERSITY OF DSM COMPUTING CENTRE, DODOMA BRANCH

We have modern and high-technology computer training facilities, highly trained and qualified ICT Staff and Standby Generator

PROFESSIONAL TAILOR-MADE COURSES TRAINING CALENDAR 2018/2019

Tel: 026-2322217, Mob: 0713-755498, 0759-200291, 0622-777233 E-mail: dodoma@udsm.ac.tz

Latest course schedules can be found on the website www.ucc.co.tz/dodoma



S/ N	Course/Program Title	Duration	Start Date	Time	Course fee	Target Group/Entry Qualification
1	Database Administration using MS Access and MS SQL Server	2 weeks	11/02/2019	08:00-16:00	900,000.00	Database Administrators and ICT Officers
2	Digital Marketing under ICDL Curriculum	5 days	11/02/2019	08:00-16:00	600,000.00	Marketing and Public Relations Officers, Receptionist and Customer Care Officers
3	ICT in Education under ICDL Curriculum	5 days	11/02/2019	08:00-16:00	600,000.00	Training Coordinators, Course Coordinators, Deputy Rectors in Academic, Heads of Training and Customer Service Departments
4	IT Security under ICDL Curriculum	5 days	18/02/2019	08:00-16:00	600,000.00	Human Resource and Administrative Officers, other officers responsible for working with data in public organizations
5	Basic Graphics Design	5 days	18/02/2019	08:00-16:00	600,000.00	Graphics Designers, Web Developers & Administrators, ICT & Information Officers, Computer Operators, Data Managers, Marketing, Public Relations & HR Officers
6	Basic Printers and Photocopy Maintenance	5 days	18/02/2019	08:00-16:00	600,000.00	Printer/Photocopier Operators, ICT Officers and ICT Technicians
7	Project Planning under ICDL Curriculum	5 days	25/02/2019	08:00-16:00	600,000.00	Project Planners, Project Coordinators, Planning Officers, Planning Engineers, Project Engineers, Heads of Departments
8	Advanced Graphics Design	6 days	25/02/2019	08:00-16:00	750,000.00	Graphics Designers, Web Developers & Administrators, ICT & Information Officers, Computer Operators, Data Managers, Marketing, Public Relations & HR Officers
9	Advanced Printers and Photocopy Maintenance	6 days	25/02/2019	08:00-16:00	750,000.00	ICT Officers and ICT Technicians who have attended Basics of Printers and Photocopy Maintenance course
10	Advanced Microsoft Excel for HR Officers	5 days	04/03/2019	08:00-16:00	750,000.00	Human Resource Officers and Administrative Officers
11	Laptop repair and maintenance	5 days	04/03/2019	08:00-16:00	600,000.00	ICT Officers, ICT & Data Engineers and ICT Technicians who are responsible for maintaining user's laptops
12	Online Collaboration under ICDL Curriculum	5 days	04/03/2019	08:00-16:00	600,000.00	Human Resource and Administrative Officers, other officers planning to conduct online meetings and conferences

Note:

1. Tailor-Made training can be prepared for specific needs of an organization under special arrangement.
2. Receipt will be issued upon submission of original bank pay slip to UCC Cashier