

Introduction

Everyone should have the necessary skills to benefit fully from the Information Society; therefore capacity building and ICT literacy are essential. ICTs can contribute to achieving universal education worldwide, through delivery of education and training of teachers, and offering improved conditions for lifelong learning, encompassing people that are outside the formal education process, and improving professional skills.

The Government of India (GOI) has signed a Memorandum of Understanding with the Government of Jamaica (GOJ) to extend cooperation to Jamaica in the field of Information and Communication Technology (ICT) applications through the following measures:

- Establishing an ICT Training Centre (2 classrooms for 25 students each)
- Supply of courseware to provide training to 400 – 600 students per year for a period of 2 years
- Provide professional trainers from India, through our training partner, NIIT to conduct training

HEART Trust/National Training Agency is responsible for implementing this initiative on behalf of the Government of Jamaica. Excelsior Community College has a long history of successful partnership with HEART, particularly in the area of ICT, collaborating with the Caribbean Institute of Technology (CIT), a HEART funded institution, as such will host the training facility.

The proposed dates:

- Application process commences December 5th through January 12, 2009
- Programme commences January 15th, 2009 (Advanced)
- Programme commences January 26th, 2009 (Beginners)
- Launch date January 26th, 2009, to coincide with the National Day of India.

Entry Requirements

Beginner's / Basic Level Programme

Participants classified as Beginners should satisfy the minimum requirement of having a minimum of Grade 9 achievement. All applicants at this level will have to sit an entrance examination on January 15, 2009 and acceptance will be subject to meeting the minimum requirements and having a successful interview. Interview dates will be announced.

Advanced Level Programme

Participants classified as Advanced should satisfy the following minimum requirements. They should:-

1. Possess either a certificate, diploma or degree in an ICT-related area
2. Preferably be employed as a teacher/trainer or desirous of being involved with training activities

Participants who opt for the Programming Track should possess a knowledge of OOPS programming language preferably using an MS Tool, Web development, XML and databases who would want to understand and implement enterprise-wide application development. Those who opt for the Networking Track should have a basic knowledge of Networking Fundamentals.

How to Apply

Application forms for the Beginners and/or Advanced Programme can be collected at the Student Affairs Office, Excelsior Community College and at any of the regional offices of the Heart Trust/NTA.

Completed application forms should be returned with the following documents:

- The applicant's birth certificate (original and a copy);
- The applicant's examination results (original and a copy);
- Two character references, chosen from the following;
 - The last school attended.
 - The most recent employer.
 - Justice of the Peace.
 - Minister of Religion.
- Two passport size photographs.
- A valid Tax Registration Number

Tuition fees

The programme is **FREE** of cost to all successful applicants.

Programme Structure

Beginners/Basic Level Programme

The duration for the Beginners/Basic Level programme will be sixteen weeks, during which participants will cover the ICT related modules outlined in the table below. Each module will run separately, with a final exam at the end of each module. The ICT modules will be complemented with modules focused on a number of soft skills areas including but not limited to entrepreneurship, customer service, team building, and communication skills. Classes will be scheduled from Monday to Thursday, between the hours of 9a.m and 4p.m.

Program	Modules	Exit Profile
Certificate in Office Applications (72 hrs)	Office Applications	Use various applications of MS Office
Certificate in Programming Fundamentals (24 hrs)	Fundamentals of Programming	Analyze, solve, and depict solutions through flowcharts, decision tables and pseudo code
Certificate in Common Business Applications (16 hrs)	Common Business Applications	Understand various applications of IT in business
Certificate in Operating System Fundamentals (48 hrs)	Operating System Fundamentals	Install, configure, upgrade, diagnose and troubleshoot different Windows operating systems like NT, 2000 and XP
Certificate in Network Fundamentals (32 hrs)	Network Fundamentals	Fundamentals and concepts of networking and protocols

Advanced Programme

The advanced programme in its initial offering will cover two tracks: Programming and Networking. The outline for each track is outlined below.

Participants at this level can choose to attend classes Monday – Thursday between 5:30p.m. and 8:30p.m. or on Fridays between 8a.m. – 5p.m. It should also be noted that this course includes a Training of the Trainer module, which will be conducted on Wednesdays between 5:30p.m. – 8:30p.m. This module is compulsory for all participants without formal teacher training.

Advanced Programme – Programming Track		
Program	Modules	Exit Profile
Certificate in TCP/IP Fundamentals (24 hrs)	TCP/IP Fundamentals and Concepts	Understand and configure TCP/IP protocols
Certificate in Managing and Maintaining Windows 2003 (72 hrs)	Managing and Maintaining a Microsoft Windows Server 2003 Environment	Manage accounts and resources on MS Windows Server 2003
Certificate in Managing Windows 2003 Network Infrastructure (56 hrs)	Implementing, Managing, and Maintaining a Microsoft Windows Server 2003 Network Infrastructure	Configure and manage windows based computer to operate in a MS Windows Server 2003 Network Infrastructure
Certificate in Planning and Maintaining a Windows 2003 Network Infrastructure (40 hrs)	Planning and Maintaining a Microsoft Windows Server 2003 Network Infrastructure	Architect network solutions for an organization and can plan a strategy for maintaining and troubleshooting a network.
Certificate in Implementing Active Directory Infrastructure (56 hrs)	Planning, implementing, and Maintaining a Microsoft Windows Server 2003 Active Directory Infrastructure	Plan, implement and troubleshoot a MS Windows Active Directory service infrastructure
Certificate in Designing Security for Windows Server 2003 (40 hrs)	Designing Security for a Microsoft Windows Server 2003 Network	Design a secure network infrastructure

Advanced Programme – Programming Track		
Program	Modules	Exit Profile
Certificate in Developing Applications using Visual Basic .Net (56 hrs)	Developing Windows Based Applications using Visual Basic .Net	Create enterprise applications, Windows Forms, GDI+ and Simple Data Access.
Certificate in Developing Applications using ASP .Net (40 hrs)	Developing Web Based Applications using ASP .Net	Build and deploy a server side application in the enterprise framework.
Certificate in Developing XML Web Services Visual C# (32 hrs)	Developing XML Web Services with Visual C#	Develop Extensible Markup Language (XML) Web services-based solutions to solve common problems in the distributed application domain
Certificate in .Net Solution Architecture (32 hrs)	Analyzing Requirements and Defining .Net Solution Architectures	Model business requirements in order to create a software solution on the .Net framework

Information on the Training Partners involved in this Project

Excelsior Community College

The Excelsior Community College (ECC) is the largest of seven (7) Community Colleges in Jamaica and was first established in 1974. Situated at 137 Mountain View Avenue Kingston 3, it forms part of the Excelsior Education Centre (EXED), comprising group of schools spanning Pre-primary to Community College level, with its unique ability to foster and encourage a sense of community. The centre is owned and governed by the Methodist Church in the Caribbean and the Americas, Jamaica District. ECC is approved and funded by the Ministry of Education.

Excelsior Community College is the tertiary educational section of EXED. Its mission is to embrace student-centred, lifelong learning, by providing accessible programmes and activities and services delivered in a timely manner. ECC will be responsive to the needs of all stakeholders. ECC offers a range of programmes including Bachelor's Degrees, Associate Degrees, Certificates courses and Pre-qualifying courses for other institutions and Universities.

The College main campus is located in Kingston on Mountain View Avenue, with six (6) off-site Campuses: The School of Hospitality, Entertainment and Tourism campus located at Camp Road, Kingston; the School of Business Studies, Advance Level, Associate Degrees and Certificates programmes located at the Wesley Grove, Port Morant, St Thomas campus; the School of Nursing Enrolled Assistant Nurse Certificate programme located at the Princess Margaret Hospital, Lyssons St. Thomas; the School of Cosmetology programme located at Paul Gogle Vocational Training Institute St. Thomas; the School of Performing Arts programme located at Oracabessa, St. Mary; and the Community Development programmes to be placed at Hanover Street, Kingston location.

The college therefore affords itself the opportunities to educate and train its clients in a nurturing and supportive environment that facilitates community development and sustainable economic growth.

Heart Trust/ National Training Agency

The Heart Trust/ National Training Agency is the facilitating and coordinating body for workforce development in Jamaica. We provide access to training, competence assessment and certification to all working age Jamaicans and offer career development and employment facilitation services island-wide. Training is provided both in the workplace (Enterprise-Based), as well as through our 28 formal technical vocational and education training (TVET) institutions and over 120 TVET special programmes (Institution Based).

Our annual enrolment exceeds 80,000, and our annual certification is now above 60,000. In addition, the organization, through the National Council on Technical and Vocational Education and training (NCTVET), acts as the quality manager of the TVET system. It develops competency standards and assessment instruments, provides certification to individuals and accreditation to TVET institutions, programmes and registered training organizations.

The Human Employment and Resource Training (HEART) Trust was established in 1982. HEART is financed through a compulsory 3% payroll deduction levied on qualified private sector firms, which is supplemented by assistance from international partners. The Trust is mandated to finance, develop and monitor employment-training programmes, assist in placing graduates seeking jobs and promote employment projects.

NIIT

NIIT is a leading Global Talent Development Corporation, building skilled manpower pool for global industry requirements. The company which was set up in 1981, to help the nascent IT industry overcome its human resource challenges, has today grown to be amongst world's leading talent development companies offering learning solutions to Individuals, Enterprises and Institutions across 40 countries.

NIIT's training solutions in IT, Business Process Outsourcing, Banking, Finance & Insurance, Executive Management Education, and Communication & Professional Life Skills, touch 5 million learners every year. NIIT's expertise in learning content development, training delivery and education process management make us the most preferred training partner, worldwide.