International Telecommunication Union

REGIONAL OFFICE FOR AFRICA

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Addis Ababa , 08th August 2018

To the Ministries and Regulators

Subject: **Invitation to Train of Trainer for People Living with Disabilities workshop, 8th – 12th October 2018, Harare, Zimbabwe**

Dear Sir/Madam,,

Noticeably up until this point, the largest driving force behind desktop computing environments has been Microsoft, with its various variants of Microsoft Windows. Not until recently, these operating systems were not designed with the needs of people with disabilities in mind. Many, including those who were blind or physically disabled, were unable to use applications which were written for Microsoft operating systems. These applications assumed that computer users could:

- Read and react to text and images displayed on the screen.
- Type on a standard keyboard.
- Select text, pictures, and other information using a mouse
- React to sounds played. This tends to be somewhat less of a limitation in that most software doesn't rely exclusively on audio to relay feedback.

If a person was unable to do one of the above-listed tasks, they found themselves unable to use many popular computer applications.

The following groups of people are typically excluded from accessing some of the applications

- Print disabled: blind, deaf-blind, low vision, obstructed vision, dyslexic, cognitively disabled and illiterate individuals.
- Physically disabled: users have amputations, paralysis, repetitive stress, cerebral palsy, muscular dystrophy, Parkinson's or other problems limiting mobility.
- Hearing impaired

Various solutions to the above mentioned challenges have been designed and made commercially available to assist people with challenges, some include:

- Screen reading software, which speaks text displayed on the screen using hardware or software text-to-speech, and which allows a blind person to use the keyboard to simulate mouse actions
- Alternate input devices, which allow people with physical disabilities to use alternatives to a keyboard and mouse
- Voice recognition software, which allows a person to simulate typing on a keyboard or selecting with a mouse by speaking into the computer
- Screen magnification software, which allows a low-vision computer user to more easily read portions of the screen
- Comprehension software, which allows a dyslexic or learning-disabled computer user to see and hear text as it is manipulated on the computer screen.

Now Microsoft is one of the rare companies that have built in accessibility features.

The following skills development program are proposed to be run as a Train the Trainer program

1. Delegate profile:
- Proficient in basic Microsoft Applications (Internet and e-Mail, MS Word, MS PowerPoint, MS Excel,)
- Competence as a skills development facilitator
2. Time: 8th -12th October, 2018
3. Program Objectives

To ensure standardisation within the Train The trainer group the program will consist of fundamental and specialisation modules. The purpose of the fundamental modules is to ensure competence on the mentioned Microsoft Applications (Internet and e-Mail, MS Word, MS PowerPoint, MS Excel)

The specialization modules will cover applications designed for assistive adaptive technology applications in support of people with disabilities.

Considering that in the 4th Industrial Revolution no one should be left behind and as public services are prepared to be delivered using ICTs, ITU in the program of Digital Inclusion is organizing a workshop for Train of Trainers for people living with disabilities at the kind invitation of the Ministry of ICTs and Cyber Security in the Republic of Zimbabwe. You are cordially invited to participate in this workshop to be held in Harare from 8th – 12th October 2018.

Please note that the training will be conducted in English only

You are kindly requested to complete the attached registration form and return it no later than September 21st 2018 to the following e-mail address; cynthia.mapisire@itu.int

For any clarification please contact the following: e-mail: chali.tumelo@itu.int

We look forward to seeing you in Victoria Falls for a successful meeting.

Yours faithfully,

Andrew Rugege
Regional Director for Africa and
Liaison to ECA and AU

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