Ministry of Agriculture and Land Reclamation
Agricultural Research Center (ARC)
Central Laboratory for Agricultural Expert System

Rural Development Communication Network in Egypt
UTF/EGY/021/EGY (RADCON)

Final Technical Report of TOT

Tr/RADCON/2007.3/El-Azhary.2

March 22, 2007

Contents

Training of Trainers (TOT)

1. Overall Objectives

The objective of TOT is to train some stakeholders to participate in training process as trainers. They are mainly from universities staff. The training course should contain the following subjects:

- Introduction to computer operation: windows, MS-Words, web browsing, e-mail, MS-Messenger.
- Operating RADCON modules: forum, news and events, browsing and searching the extension documents, statistical databases, grower problems, Monitoring System, and expert systems.
- Training on IMARK.
- Training on overall computer system components, fixing common computer faults, installing derivers, installing antivirus software and using it, and installing service pack & update it.
- MS Front Page, Converting extension documents to HTML format, and Uploading extension documents on the RADCON server.

2. Training Methodology

- The training courses have been conducted using lectures, hands on, and discussion.
- Material is to be distributed (hard copy and soft copy on CD) to the trainees in the beginning of each training period.
- The trainees do their practical training according to the instruction of the trainers by using one computer for each trainee or two trainees maximum.
- At the end of each training period, evaluation should be done. The evaluation would be done in two ways. The first way, a quiz must be done to indicate the outcome of the training. The second way, a questionnaire would be done to clarify the positives and negatives of the training and the future prospective to improve the coming training courses in that concern.
- The training day start from 9 am to 3:30 pm with an half hour coffee break

3. Selection of Trainees

Six trainees from each Faculty of agriculture in Alexandria, Asuot, and Kafr El-Sheikh, Mansoura, Ismailia, Damanhour, El-Arish, El-Fayoum and Six trainees from each NGO's (CARE, Al-Zohuor Association for Women, Agricultural Cooperative). The trainees from Universities should be teacher, associate teacher or teacher assistant with one teacher at least.

4. Training Plan of TOT

LOA	Faculty of Agriculture	Course	Expected Period	Expected Number Of Trainees
LOA1	Alexandria, Asuot, Kafr El-Sheikh	TOT regular	26 Feb – 7 March 2006	6 from each University
		TOT advanced	26 March – 3 Apr 2006	
	CARE, Agricultural Cooperative Association, El-Zohuor Association for Women	TOT regular	11 – 20 Apr 2006	6 from each NGO
		TOT advanced	2 – 10 May 2006	
LOA2	Ismailia, Mansoura	TOT regular	2 - 12 July 2006	6 from each University
		TOT advanced	30 July - 7 August 2006	
	Damanhour, El-Fayoum, El-Arish	TOT regular	13 - 23 August 2006	6 from each University
		TOT advanced	27 August – 4 September 2006	

5. Performed Training of TOT

LOA	Faculty of Agriculture	Course	Period	Number Of Trainees
LOA1	Alexandria, Asuot, Kafr El-Sheikh	TOT regular	12 – 21 Mar 2006	4 from Alexandria, 4 from Asuot, 1 from Kafr El-Sheikh
		TOT advanced	26 Mar – 3 Apr 2006	
	Kafr El-Sheikh Univ., CARE, Agricultural Cooperative, El-Zohuor Association for Women	TOT regular	11 – 20 Apr 2006	5 from Kafr El-sheikh Univ. 2 from [1]CARE 6 from ACA 6 from ZAW
		TOT advanced	2 – 10 May 2006	
LOA2[2]	Ismailia, Mansoura	TOT regular	24 July – 3 August 2006	5 from Ismailia, 10 from Mansoura
		TOT advanced	6 – 14 August	
	Damanhour, El-Arish	TOT regular	3 – 13 September 2006	6 from Damanhour 6 from El-Arish
		TOT advanced	14 – 21 September 2006	
LOA3	El-Fayoum	TOT regular	18 - 28 Feb 2007	6
		TOT advanced	4 - 12 Mar 2007	

6. Training Program

Regular Training Period (12 – 21 March 2006)

Day	Time	Subject	Trainers
Sunday 12/3/2006	9-10	Opening and registration	Dr. Soliman & Dr. Sayed
	10-12:30	Introduction to Windows	Osama, Ayman Nada
	12:30-1	Break	
	1-3:30	Dealing with files, folders, and drives	Osama, Ayman Nada
Monday 13/3/2006	9-١١:٣٠	Introduction to MS-Words	Basem El-Omda & Ahmed Omran
	١١:٣٠ – 12.30	Introduction to internet and browsing	Heba Zaky & Ahmed Omran
	12:30-١.٠٠	Break	

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[1] Two trainees from CARE attend the regular training only but did not attend the advanced training.
[2] El-Fayoum Faculty of Agriculture did not attend the training, so LOA3 has been established for Fayoum

	١–٣:٣٠	Dealing with internet Browser	Basem El-Omda & Heba Zaky
Tuesday 14/3/2006	9-12:30	E-mail & MS-Messenger	Ahmed Ragab & Ashraf Shata
	12:30 - 1:00	Break	
	1.00-2:00	Introduction to RADCON	Dr. Sayed
	2:00 – 3:30	Registration of new user	Ahmed Foad
Wednesday 15/3/2006	9-10:30	Using VERCON forums	Amera Farag
	10:30-12.00	Browsing and Searching extension documents	Maryam Hazman
	12 - 1	Economical database system	Maryam Hazman
	1 – 1:30	Break	
	1.30 – 2.30	Using economical database system for agricultural extension	Dr. Hassan El-Karaly
	2:30 – 3:30	Search database of growers/farmers problems	Ashraf Hendam
Thursday 16/3/2006	9-11	Wheat Expert System	Dr. Soliman
	11 -12:00	Tomato Expert System	Ahmed Foad
	12.00 – 1.00	Rice Expert System	Dr. Khaled Bahnasy
	1.00-1:30	Break	
	1:30-2:30	Bean Expert System	Dr. Khaled Bahnasy
	2:30 -3:30	News and Events	Ahmed Omran
Sunday 19/3/2006	9-10	Using News System in Agricultural Extension	Dr. Hassan Sharshar
	10 -12:30	IMARK – First and Second units	Abdel Rahman
	12.30 – 1.00	Break	
	1 – 3:30	IMARK – Sixth unit	Ashraf Shata
Monday 20/3/2006	9-11:30	Registration for all trainees by IMARK	Maryam Hazman
	11:30 -1:00	Monitoring System	Ashraf Hendam
	1 – 1:30	Break	
	1:30 – 2:30	Using Monitoring System in Agricultural Extension	Dr. Mohamed Yousef
	2.30 – 3.30	Using Browsing extension documents in Agricultural Extension	Dr. Mohamed Yousef
Tuesday 21/3/2006	9-12:00	Revision	Ashraf Hendam , Ayman Nada
	12:00 – 1:30	Break	
	12:30 – 2:00	Test	Dr. Sayed , Ashraf Hendam
	2.00 – 3.30	Evaluation	Dr. Soliman, Dr. Sayed

Advanced Training Period (26 March – 3 April 2006)

Day	Time	Subject	Trainers
Sunday 26/3/2006	9-10	Opening and registration	Dr. Soliman & Dr. Sayed
	10-10:30	Revision on News and Events System	Ahmed Omran
	10:30 – 11:30	Revision on Forum	Ahmed Foad
	11:30 - 12	Revision on Browsing and Searching extension documents	Ayman Nada
	12:00-12:30	Break	
	12:30 - 1	Revision on Search database of growers/farmers problems	Ashraf Hendam
	1 – 1:30	Revision on Search database of Economic system	Basem El-Omda
	1:30 – 2:30	Revision on Expert Systems	Ahmed Foad
	2:30-3:30	Revision on Monitoring System	Ashraf Hendam
Monday 27/3/2006	9-10٣٠:	training on fixing common computer faults	Tamer El-Kordy
	10٣٠: – 12.30	installing derivers.	Mohamed Reda
	12:30-١.٠٠	Break	
	١–٣:٣٠	installing antivirus software and using it	Mostafa El-Omda
Tuesday 28/3/2006	9-12:00	installing service pack & fire wall	Tamer El-Kordy
	12:00 - 12:30	Break	
	12.30-2:00	MS Front Page	Ayman Nada
	2:00 – 3:30	MS Front Page	Basem El-Omda
Wednesday 29/3/2006	9-12:00	training on using growers/farmers problems	Ashraf Hendam
	12 – 12:30	Break	
	12:30 – 3:30	training on using growers/farmers problems	Ashraf Hendam
Thursday 30/3/2006	9-11:30	training on using growers/farmers problems	Ashraf Hendam
	11:30 -12:30	Using Expert Systems in Agricultural Extension	Dr. Hassan Sharshar
	12:30 - 1	Break	
	1.00 – 2.30	Using growers/farmers problems in Agricultural Extension	Dr. MohamedYousif
	2:30 -3:30	Using Forum System in Agricultural Extension	Dr. Hassan Sharshar
Sunday 2/4/2006	9-12	Converting extension documents to HTML format	Maryam Hazman
	12.00 – 12.30	Break	

Day	Time	Subject	Trainers
	12:30 – 3:30	Uploading extension documents on the RADCON server	Maryam Hazman & Basem El-Omda
Monday 3/4/2006	9-12:00	Revision	Ashraf Hendam , Maryam Hazman , Tamer El-Kordy
	12:00 – 1:30	Break	
	12:30 – 2:00	Test	Dr. Sayed , Maryam Hazman
	2.00 – 3.30	Evaluation	Dr. Soliman, Dr. Sayed

Regular Training Period (11 – 20 April 2006)

Day	Time	Subject	Trainers
Tuesday 11/4/2006	9:30-10:30	Opening and registration	Dr. Soliman & Dr. Sayed
	10:30-1:00	Introduction to Windows	Osama Mostafa, Ayman Nada
	1:00-1:30	Break	
	1:30-4:00	Dealing with files, folders, and drives	Osama Mostafa, Ayman Nada
Wednesday 12/4/2006	9-١١:٣٠	Introduction to MS-Words	Basem El-Omda & Ahmed Omran
	١١:٣٠ – 12.30	Introduction to internet and browsing	Heba Zaky & Ahmed Omran
	12:30-١.٠٠	Break	
	١–٣:٣٠	Dealing with internet Browser	Basem El-Omda & Heba Zaky
Thursday 13/4/2006	9-12:30	E-mail & MS-Messenger	Ahmed Ragab & Ashraf Shata
	12:30 - 1:00	Break	
	1.00-2:00	Introduction to RADCON	Dr. Sayed
	2:00 – 3:30	Registration of new user	Ahmed Foad
Sunday 16/4/2006	9-10:30	Using VERCON forums	Amera Farag
	10:30-12.00	Browsing and Searching extension documents	Maryam Hazman
	12 - 1	Economical database system	Maryam Hazman
	1 – 1:30	Break	
	1.30 – 2.30	Using economical database system for agricultural extension	Dr. Hassan El-Karaly
	2:30 – 3:30	Search database of growers/farmers problems	Ashraf Hendam

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Day	Time	Subject	Trainers
Monday 17/4/2006	9-11	Wheat Expert System	Dr. Soliman
	11 -12:00	Rice Expert System	Dr. Khaled Bahnasy
	12.00 – 1.00	Tomato Expert System	Ahmed Foad
	1.00-1:30	Break	
	1:30-2:30	Bean Expert System	Dr. Khaled Bahnasy
	2:30 -3:30	News and Events	Ahmed Omran
Tuesday 18/4/2006	9-10	Using News System in Agricultural Extension	Dr. Hassan El-Karaly
	10 -12:30	IMARK – First and Second units	Abdel Rahman
	12.30 – 1.00	Break	
	1 – 3:30	IMARK – Sixth unit	Ashraf Shata
Wednesday 19/4/2006	9-11:30	Registration for all trainees by IMARK	Maryam Hazman
	11:30 -1:00	Monitoring System	Ashraf Hendam
	1 – 1:30	Break	
	1:30 – 2:30	Using Monitoring System in Agricultural Extension	Dr. Mohamed Yousef
	2.30 – 3.30	Using Browsing extension documents in Agricultural Extension	Dr. Hassan Sharshar
Thursday 20/4/2006	9-12:00	Revision	Maryam Hazman, Ayman Nada
	12:00 – 12:30	Break	
	12:30 – 2:00	Test	Dr. Sayed , Maryam Hazman
	2.00 – 3.30	Evaluation	Dr. Soliman, Dr. Sayed

Advanced Training Period (2 – 10 May 2006)

Day	Time	Subject	Trainers
Tuesday 2/5/2006	9:00-10:00	Opening and registration	Dr. Soliman & Dr. Sayed
	10:00-10:30	Revision of News System	Ayman Nada
	10:30-11:30	Revision of Forum System	Ashraf Hendam
	11:30-12:00	Revision of Browsing and Searching extension documents	Ayman Nada
	12:00 – 12.30	Revision of Search database of growers/farmers problems	Ashraf Hendam
	12:30 – 1:00	Revision of Search Economical database system	Ayman Nada
	1:00-1:30	Break	
	1:30 - 2:00	Revision of Expert Systems	Ayman Nada
	2.00-3:00	Revision of Expert Systems	Ashraf Hendam
	3:00 – 3:30	Revision of Monitoring System	Ashraf Hendam

Wednesday 3/5/2006	9-1:00	Training on using growers/farmers problems	Ashraf Hendam
	1 – 1:30	Break	
	1.30 – 3.30	Training on using growers/farmers problems	Ashraf Hendam
Thursday 4/5/2006	9-11:30	Training on using growers/farmers problems	Ashraf Hendam
	11:30 – 12:30	Using Expert Systems in Agricultural Extension	Dr. Mohamed Yousif
	12:30 – 1:00	Break	
	1:00 – 2:30	Using growers/farmers problems in Agricultural Extension	Dr. Hassan Sharshar
	2.30 – 3.30	Using Forum System in Agricultural Extension	Dr. Mohamed Yousif
Sunday 7/5/2006	9-11:00	Training on fixing common computer faults	Tamer El-Kordy
	11:00-1.00	Training on installing derivers	Mohamed Reda
	1 – 1:30	Break	
	1:30 – 2:30	Training on preparing computer for browsing internet	Mohamed Reda
	2.30 – 3.30	Training on installing antivirus software and update it	Mostafa El-Omda
Monday 8/5/2006	9-11	Training on scanning using antivirus	Mostafa El-Omda
	11 -12:30	Training on installing service pack software and update it	Tamer El-Kordy
	12.30-1:00	Break	
	1:00 -3:30	Ms Front Page	Basem El-Omda
Tuesday 9/5/2006	9-10:00	Ms Front Page	Ahmed Omran, Ahmed Foad
	10:00 -1:00	Training on Converting extension documents to HTML format	Maryam Hazman
	1.00 – 1.30	Break	
	1:30 – 3:30	Training on Uploading extension documents on the RADCON server	Maryam Hazman & Basem El-Omda
Wednesday 10/5/2006	9-12:30	Revision	Mohamed Yehya & Maryam Hazman & Tamer El-Kordy
	12:30 – 1:00	Break	
	1:00 – 2:30	Test	Dr. El-Sayed El-Azhary & Ahmed Foad
	2.30 – 3.30	Evaluation	Dr. Soliman Edrees & Dr. El-Sayed El-Azhary

Regular Training Period (24 July – 3 August 2006)

Day	Time	Subject	Trainers
Monday 24/7/2006	9-10	Opening and registration	Dr. Mahmoud & Dr. Sayed
	10-12:30	Introduction to Windows	Basem El-Omda, Amera Farag
	12:30-1	Break	
	1-3:30	Dealing with files, folders, and drives	Basem El-Omda, Amera Farag
Tuesday 25/7/2006	9-١١:٣٠	MS-Words	Basem El-Omda
	١١:٣٠ – 12.30	MS-PowerPoint	Basem El-Omda
	12:30-١.٠٠	Break	
	١–٣:٣٠	Introduction to internet and browsing, dealing with internet Browser	Mohamed Yehia& Heba Zaky
Wednesday 26/7/2006	9-12:30	E-mail & MS-Messenger	Mohamed Yehia& Heba Zaky
	12:30 - 1:00	Break	
	1.00-2:00	Introduction to RADCON	Dr. Sayed
	2:00 – 3:30	Registration of new user	Ahmed Foad
Thursday 27/7/2006	9-10:30	Using VERCON forums	Amera Farag, Heba Zaky
	10:30-12.00	Browsing and Searching extension documents	Maryam Hazman
	12 - 1	Economical database system	Maryam Hazman
	1 – 1:30	Break	
	1.30 – 2.30	Using economical database system for agricultural extension	Dr. Hassan El-Karaly
	2:30 – 3:30	Search database of growers/farmers problems	Maryam Hazman
Sunday 30/7/2006	9-11	Rice Expert System	Mohamed Yehia
	11 -12:00	Wheat Expert System	Dr. Khaled Bahnasy
	12.00 – 1.00	Tomato Expert System	Ahmed Foad
	1.00-1:30	Break	
	1:30-2:30	Grapes Expert System	Dr. Khaled Bahnasy
	2:30 -3:30	News and Events	Ahmed Foad
Monday 31/7/2006	9-10	Using News System in Agricultural Extension	Dr. Hassan Sharshar
	10 -12:30	Training on Management of Electronic Documents IMARK First Module units 1,2	Abdel Rahman
	12.30 – 1.00	Break	

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Day	Time	Subject	Trainers
	1 – 3:30	Training on Management of Electronic Documents IMARK First Module units 6	Ashraf Shata
Tuesday 1/8/2006	9-11:30	Training on Building Electronic Communities and Networks IMARK Forth Module units 1	Abdel Rahman
	11:30 -1:00	Training on Building Electronic Communities and Networks IMARK Forth Module units 4	Ashraf Shata
	1 – 1:30	Break	
	1.30 – 3.30	Training on Building Electronic Communities and Networks IMARK Forth Module units 4	Ahmed Foad
Wednesday 2/8/2006	9-10:30	Registration for all trainees by IMARK	Maryam Hazman
	10:30 – 11:30	IMARK evaluation questionnaire	Dr. Sayed Ashraf Shata, Abdel Rahman
	11:30 – 1:00	Monitoring System	Mohamed Yehia
	1:00 – 1:30	Break	
	1:30 – 2:30	Using Monitoring System in Agricultural Extension	Dr. Mohamed Yousef
	2.30 – 3.30	Using Browsing extension documents in Agricultural Extension	Dr. Hassan Sharshar
Tuesday 3/8/2006	9-12:00	Revision	Maryam Hazman, Ahmed Foad, Mohamed Yehia
	12:00 – 12:30	Break	
	12:30 – 2:00	Test	Dr. Sayed
	2.00 – 3.30	Evaluation	Dr. Mahmoud, Dr. Sayed

Advanced Training Period (6 – 14 August 2006)

Day	Time	Subject	Trainers
Sunday 6/8/2006	9-9:30	Opening and registration	Dr. Mahmoud & Dr. Sayed
	9:30-10:00	Revision on News and Events System	Ahmed Omran
	10:00 – 11:00	Revision on Forum	Heba Zaky, Amera Farag
	11:00 – 11:30	Revision on Browsing and Searching extension documents	Maryam Hazman

	11:30 – 12:00	Revision on Search database of growers/farmers problems	Maryam Hazman
	12:00 12:30	Revision on Search database of Economic system	Maryam Hazman
	12:30-1:00	Break	
	1:00 – 1:45	Revision on Expert Systems	Mohamed Yehia
	1:45 – 2:30	Revision on Expert Systems	Dr. Khaled Bahnacy
	2:30-3:30	Revision on Monitoring System	Ashraf Hendam
Monday 7/8/2006	9-10٣٠:	training on fixing common computer faults	Tamer El-Kordy
	10٣٠: – 1.00	installing derivers.	Mohamed Reda
	1:00-١.30	Break	
	1:30 –٣:٣٠	installing antivirus software and updating it	Tamer El-Kordy
Tuesday 8/8/2006	9-10:00	installing antivirus software and updating it	Tamer El-Kordy
	10:00 – 11:00	Scanning by antivirus	Tamer El-Kordy
	11:00 – 1:00	installing service pack and updating it	Tamer El-Kordy
	1:00 - 1:30	Break	
	1:30 – 3:30	MS Front Page	Basem El-Omda
Wednesday 9/8/2006	9-11:00	MS Front Page	Basem El-Omda & Maryam Hazman
	11:00 – 1:00	training on using growers/farmers problems	Ashraf Hendam & Maryam Hazman
	1 – 1:30	Break	
	1:30 – 3:30	training on using growers/farmers problems	Ashraf Hendam & Maryam Hazman
Thursday 10/8/2006	9-10:30	Using growers/farmers problems in Agricultural Extension	Dr. Mohamed Shaker
	10:30 -1:00	training on using growers/farmers problems	Ashraf Hendam & Mohamed Yehia
	1:00 – 1:30	Break	
	1:30 -3:30	training on using growers/farmers problems	Ashraf Hendam & Mohamed Yehia
Sunday 13/8/2006	9-11	Converting extension documents to HTML format	Basem El-Omda & Maryam Hazman
	11.00 – 1.00	Uploading extension documents on the RADCON server	Maryam Hazman
	1:00 – 1:30	Break	
	1:30 – 2:30	Using Expert Systems in Agricultural Extension	Dr. Hassan Sharshar
	2:30 – 3:30	Using Forum System in Agricultural Extension	Dr. Mohamed Yousef

Day	Time	Subject	Trainers
Monday 14/8/2006	9-12:30	Revision	Mohamed Yehia , Maryam Hazman , Tamer El-Kordy
	12:30 – 1:00	Break	
	1:00 – 2:30	Test	Dr. Sayed , Maryam Hazman
	2.30 – 3.30	Evaluation	Dr. Mahmoud, Dr. Sayed

Regular Training Period (3 – 13 September 2006)

Day	Time	Subject	Trainers
Sunday 3/9/2006	9:30 –10:30	Opening and registration	Dr. Mahmoud & Dr. Sayed
	10:30-1:00	Introduction to Windows	Basem El-Omda, Amera Farag
	1:0-1:30	Break	
	1:30-4:00	Dealing with files, folders, and drives	Mohamed Yehia, Amera Farag
Monday 4/9/2006	9-١١:00	MS-Words	Basem El-Omda
	١١:00 – 1.00	MS-PowerPoint	Basem El-Omda
	1:00-١.30	Break	
	١:30 –٣:٣٠	Introduction to internet and browsing, dealing with internet Browser	Mohamed Yehia& Heba Zaky
Tuesday 5/9/2006	9-11:30	E-mail	Mohamed Yehia& Heba Zaky
	11:30 – 1:00	MS-Messenger	Monday
	1:00 - 1:30	Break	
	1.30-2:30	Introduction to RADCON	Dr. Sayed, Maryam Hazman
	2:30 – 3:30	Registration of new user	Ahmed Foad
Wednesday 6/9/2006	9-10:00	Using VERCON forums in Agricultural Extension	Dr. Mohamed Yousef
	10:00-11.30	Using VERCON forums	Heba Zaky & Amera Farag
	11:30 – 12:30	Using Browsing and Searching extension documents in Agricultural Extension	Dr. Hassan El-Karaly
	12:30 – 1:00	Break	

	1.00 – 2.30	Browsing and Searching extension documents	Maryam Hazman
	2:30 – 3:30	Using economical database system in agricultural extension	Dr. Mohamed Shaker
Thursday 7/9/2006	9-10	Economical database system	Maryam Hazman
	10 -11:00	Using Expert Systems in agricultural extension	Dr. Hassan Sharshar
	11.00 – 1.00	Rice Expert System	Mohamed Yehia
	1.00-1:30	Break	
	1:30-2:30	Wheat Expert System Tomato Expert System	Dr. Khaled Bahnasy
	2:30 -3:30	Grapes Expert System	Dr. Khaled Bahnasy
Sunday 10/9/2006	9-10	Searching database of grower problems	Maryam Hazman
	10 -11:00	Using News and Event system in agricultural extension	Dr. Mohamed Shaker
	11:00 – 12:00	News and Events	Ahmed Foad
	12:00 – 1:30	Registration for all trainees by IMARK	Maryam Hazman
	1.30 – 2.00	Break	
	2 – 3:30	Training on Management of Electronic Documents IMARK First Module units 1,2	Abdel Rahman
Monday 11/9/2006	9-10:30	Training on Management of Electronic Documents IMARK First Module units 1,2 (cont.)	Abdel Rahman
	10:30 -1:00	Training on Management of Electronic Documents IMARK First Module units 6	Ahmed Foad
	1 – 1:30	Break	
	1:30 – 2:30	Training on Management of Electronic Documents IMARK First Module units 6 (cont.)	Ahmed Foad
	2.30 – 3.30	Training on Building Electronic Communities and Networks IMARK Forth Module unit 1	Abdel Rahman

Tuesday 12/9/2006	9-10:30	Training on Building Electronic Communities and Networks IMARK Forth Module unit 1 (cont.)	Abdel Rahman
	10:30 – 12:30	Training on Building Electronic Communities and Networks IMARK Forth Module unit 4	Abdel Rahman
	12:30 – 1:00	Break	
	1:00 – 2:30	Training on Building Electronic Communities and Networks IMARK Forth Module unit 4 (cont.)	Ahmed Foad
	2.30 – 3.30	IMARK evaluation questionnaire	Dr. Sayed & Maryam Hazman
Wednesday 13/9/2006	9-10:00	Using Monitoring System in Agricultural Extension	Dr. Mohamed Shaker
	10:00 – 11:00	Using Monitoring System	Mohamed Yehia
	11:00 – 12:00	Revision	Maryam Hazman
	12:00 – 12:30	Revision	Amera Farag & Heba Zaky
	12:30 – 1:00	Break	
	1:00 – 2:30	Test	Dr. Sayed & Maryam Hazman
	2.30 – 3.30	Evaluation	Dr. Mahmoud, Dr. Sayed

Advanced Training Period (14 – 21 Sept 2006)

Day	Time	Subject	Trainers
Thursday 14/9/2006	9-9:30	Opening	Dr. Mahmoud & Dr. Sayed
	9:30-10:00	Revision	Ahmed Omran & Ahmed Foad
	10:00 – 10:30	Revision	Heba Zaky, Amera Farag
	10:00 – 12:00	Revision	Maryam Hazman
	12:00 – 1:00	Revision	Mohamed Yehia
	1:00-1:30	Break	
	1:30-3:30	MS Front Page	Basem El-Omda
Saturday 16/9/2006	9 - 11	MS Front Page	Basem El-Omda & Maryam Hazman

	11 - 1	Converting extension documents to HTML format	Basem El-Omda & Maryam Hazman
	1:00-۱.30	Break	
	1:30 –۳:۳۰	Uploading extension documents on the RADCON server	Maryam Hazman
Sunday 17/9/2006	9-11:00	training on fixing common computer faults	Mohamed Reda
	11:00 – 1:00	installing derivers.	Mohamed Reda
	1:00 - 1:30	Break	
	1:30 – 2:30	installing derivers.	Mohamed Reda
	1:30 – 3:30	installing antivirus software	Rania
Monday 18/9/2006	9-11:00	installing antivirus software and updating it	Rania
	11:00 – 12:00	installing antivirus software and updating it	Tamer El-Kordy
	12 - 1	Scanning by antivirus	Tamer El-Kordy
	1 – 1:30	Break	
	1:30 – 3:30	Installing service pack and updating it	Tamer El-Kordy
Tuesday 19/9/2006	9-10:30	Using growers/farmers problems in Agricultural Extension	Dr. Mohamed Shaker
	10:30 -1:00	training on using growers/farmers problems	Maryam Hazman & Mohamed Yehia
	1:00 – 1:30	Break	
	1:30 -3:30	training on using growers/farmers problems	Maryam Hazman & Mohamed Yehia
Wednesday 20/9/2006	9-12	training on using growers/farmers problems	Mohamed Yehia
	12.00 – 1.00	training on using growers/farmers problems	Mohamed Yehia & Ashraf Hendam
	1:00 – 1:30	Break	
	1:30 – 3:30	training on using growers/farmers problems	Dr. El-Sayed, Ashraf Hendam, Mohamed Yehia
Thursday 21/9/2006	9-12:00	Revision	Mohamed Yehia , Maryam Hazman , Tamer El-Kordy
	12:00 – 12:30	Break	
	12:30 – 2:00	Test	Dr. Sayed , Maryam Hazman
	2.00 – 3.30	Evaluation	Dr. Mahmoud, Dr. Sayed

Regular Training Period (18 – 28 February 2007)

Day	Time	Subject	Trainers
Sunday 18/2/2007	9:30-10:30	Opening	Dr. Mahmoud & Dr. Sayed
	10:30 -1:00	Introduction to Computer	Rania Ahmed
	1:00-1:30	Break	
	1:30 - 4:00	Introduction to Windows	Basem El-Omda
Monday 19/2/2007	9-١١:00	Dealing with files, folders, and drives	Amera Farag, Heba Zaky
	11:00 – 1:00	MS-Words	Basem El-Omda
	1:00-١.30	Break	
	١:30 –٣:٣٠	MS-PowerPoint	Basem El-Omda
Tuesday 20/2/2007	9-10:30	Introduction to internet and browsing, dealing with internet Browser	Amera Farag, Heba Zaky
	10:30 – 12:30	E-mail	Amera Farag, Heba Zaky
	12:30 - 1:00	Break	
	1:00 – 2:00	MS-Messenger	Amera Farag, Heba Zaky
	2.00-3:00	Introduction to RADCON	Dr. Sayed
	3:00 – 3:30	Registration of new user	Maryam Hazman
Wednesday 21/2/2007	9-10:00	Using forums for agricultural extension	Dr. Hassan El-Karaaly
	10:00 – 11:30	Using forums	Amera Farag, Heba Zaky
	11:30-12.30	Using Browsing extension documents in Agricultural Extension	Dr. Hassan El-Karaaly
	12:30 – 1:00	Break	
	1:00 – 2:30	Browsing and Searching extension documents	Maryam Hazman
	2.30 – 3.30	Using economical database system in agricultural extension	Dr. Mohamed Shaker
Thursday 22/2/2007	9:00 – 10:00	Using Economical database system	Maryam Hazman
	10:00 – 11:00	Using Expert systems in Agricultural Extension	Dr. Mohamed Yousef
	11:00 –12:30	Rice Expert System	Basem El-Omda
	12.30-1:00	Break	
	1:00-2:00	Bean Expert System	Basem El-Omda
	2:00 – 3:30	Search database of growers/farmers problems	Basem El-Omda
Sunday 25/2/2007	9-10	Using News System in Agricultural Extension	Dr. Mohamed Shaker

	10:00 -11:00	News and Events System	Ahmed Omran, Mohamed Saied
	11:00 12:00	Registration for all trainees by IMARK	Maryam Hazman
	12.00 – 12.30	Break	
	12:30 – 3:30	Training on Management of Electronic Documents IMARK First Module units 1,2	Abdel Rahman, Mohamed Saied
Monday 26/2/2007	9-12:00	Training on Management of Electronic Documents IMARK First Module units 6	Maryam Hazman
	12:00 12:30	Break	
	12:30 – 3:30	Training on Building Electronic Communities and Networks IMARK Forth Module units 1	Basem El-Omda
Tuesday 27/2/2007	9-12:00	Training on Building Electronic Communities and Networks IMARK Forth Module units 4	Ahmed Foad, Mohamed Saied
	12:00 – 12:30	Break	
	12:30 – 1:30	IMARK evaluation questionnaire	Dr. Sayed
	1:30 – 2:30	Using Monitoring System in Agricultural Extension	Dr. Mohamed Shaker
	2:30 – 3:30	Monitoring System	Basem El-Omda
Wednesday 28/2/2007	9-10:30	Revision	Maryam Hazman
	10:30 – 11:00	Revision	Amera Farag, Heba Zaky
	11:00 – 12:00	Revision	Basem El-Omda
	12:00 – 12:30	Break	
	12:30 – 1:30	Evaluation questionnaire	Dr. Sayed
	1:30 – 2:30	Quiz	Dr. Sayed
	2.30 – 3.30	Evaluation & Ending the training Period	Dr. Mahmoud, Dr. Sayed

Advanced Training Period (4 – 12 March 2007)

Day	Time	Subject	Trainers
Sunday 4/3/2007	9-9:30	Opening	Dr. Mahmoud & Dr. Sayed
	9:30-10:30	Revision on News and Events System	Ahmed Omran, Mohamed Said
	10:30 – 11:30	Revision on Forum	Heba Zaky, Amera Farag
	11:30 – 12:30	Revision on Expert Systems	Maryam Hazman
	12:30 – 1:00	Break	

	1:30 – 1:30	Revision on Search database of growers/farmers problems	Maryam Hazman
	1:30 3:30	Revision on Browsing and Searching extension documents & database of Economic system	Maryam Hazman
Monday 5/3/2007	9-12:00	MS Front Page	Basem El-Omda
	12 – 12:30	Break	
	12:30 – 3:30	training on converting extension documents to HTML file	Basem El-Omda & Maryam Hazman
Tuesday 6/3/2007	9:00 – 11:00	Uploading extension documents on the RADCON server	Maryam Hazman
	11:00– 1.00	Training on fixing common computer faults	Mohamed Reda
	1:00-١.30	Break	
	1:30 –٣:٣٠	Installing derivers	Mohamed Reda
Wednesday 7/3/2007	9-10:00	How to prepare the computer to enter on the internet	Mohamed Reda
	10:00 – 12:00	installing antivirus software	Rania Ahmed
	12:00 – 12:30	Break	
	12:30 – 2:00	installing antivirus software and updating it	Tamer El-Kordy
	2:00 - 3:30	Scanning by antivirus	Tamer El-Kordy
Thursday 8/3/2007	9-11:00	installing service pack and updating it	Tamer El-Kordy
	11:00-12:30	Using growers/farmers problems in Agricultural Extension	Dr. Mohamed Shaker
	12:30– 1:00	Break	
	1:00-3:30	Revision	Maryam Hazman, Tamer El-Kordy
Sunday 11/3/2007	9-12	Using growers/farmers problems	Basem El-Omda
	12.00 – 12.30	Break	
	12:30– 3:30	Using growers/farmers problems	Dr. Sayed
Monday 12/3/2007	9-12:00	Using growers/farmers problems	Dr. Sayed
	12:00– 12:30	Break	
	12:30 – 1:00	Questionnaire for Evaluation	Dr. Sayed
	1:00 – 2:00	Quiz	Dr. Sayed
	2.00– 3.30	Evaluation and Ending	Dr. Mahmoud, Dr. Sayed

7. List of Trainers

No	Name	Training Periods	Title
1	Dr. Soliman Edrees	12 – 21 March 2006 *26 March – 3 April 2006* *11 – 20 April 2006* *2 – 10 May 2006*	NPD & Director of CLAES
2	Dr. Mahmoud Rafea	*24 July – 3 August 2006* *6 – 14 August 2006* *3 – 13 September 2006* *14 – 21 September 2006* *18 – 28 February 2007* *4– 12 March 2007*	NPD & Director of CLAES
3	Dr. El-Sayed El-Azhary	12 – 21 March 2006 *26 March – 3 April 2006* *11 – 20 April 2006* *2 – 10 May 2006* *24 July – 3 August 2006* *6 – 14 August 2006* *3 – 13 September 2006* *14 – 21 September 2006* *18 – 28 February 2007* *4– 12 March 2007*	National consultant
4	Osama Mostafa Esmail	*12 – 21 March 2006* *11 – 20 April 2006*	Computer Science (CLAES)
5	Ayman Nada	*12 – 21 March 2006* *26 March – 3 April 2006* *11 – 20 April 2006* *2 – 10 May 2006*	Computer Science (CLAES)
6	Basem El-Omda	12 – 21 March 2006 *26 March – 3 April 2006* *11 – 20 April 2006* *2 – 10 May 2006* *24 July – 3 August 2006* *6 – 14 August 2006* *3 – 13 September 2006* *14 – 21 September 2006* *18 – 28 February 2007* *4– 12 March 2007*	Computer Science (CLAES)
7	Dr. Hassan El-Karaly	*12 – 21 March 2006* *11 – 20 April 2006* *24 July – 3 August 2006* *3 – 13 September 2006* *18 – 28 February 2007*	Extension Researcher (AERDRI)
8	Dr. Hassan Sharshar	*12 – 21 March 2006* *26 March – 3 April 2006* *11 – 20 April 2006*	Extension Researcher (AERDRI)

		2 – 10 May 2006 24 July – 3 August 2006 6 – 14 August 2006 3 – 13 September 2006	
9	Dr. Mohamed Yousef	12 – 21 March 2006 26 March – 3 April 2006 11 – 20 April 2006 2 – 10 May 2006 24 July – 3 August 2006 6 – 14 August 2006 3 – 13 September 2006 18 – 28 February 2007	Extension Researcher (AERDRI)
10	Dr. Khalid Bahnasy	12 – 21 March 2006 11 – 20 April 2006 24 July – 3 August 2006 6 – 14 August 2006 3 – 13 September 2006	Computer Science (CLAES)
11	Maryam Hazman	12 – 21 March 2006 26 March – 3 April 2006 11 – 20 April 2006 2 – 10 May 2006 24 July – 3 August 2006 6 – 14 August 2006 3 – 13 September 2006 14 – 21 September 2006 18 – 28 February 2007 4– 12 March 2007	Computer Science (CLAES)
12	Ahmed Ragab	12 – 21 March 2006 11 – 20 April 2006	Associate Teacher in Fayoum University
13	Abdel Rahman El-Sayed	12 – 21 March 2006 11 – 20 April 2006 24 July – 3 August 2006 3 – 13 September 2006 18 – 28 February 2007	Computer Science (CLAES)
14	Haba Zaky	12 – 21 March 2006 11 – 20 April 2006 24 July – 3 August 2006 6 – 14 August 2006 3 – 13 September 2006 14 – 21 September 2006 18 – 28 February 2007 4– 12 March 2007	Computer Science (CLAES)
15	Ahmed Omran	12 – 21 March 2006 26 March – 3 April 2006 11 – 20 April 2006 2 – 10 May 2006 24 July – 3 August 2006 18 – 28 February 2007 4– 12 March 2007	Computer Science (CLAES)

16	Ashraf Hendam	*12 – 21 March 2006* *26 March – 3 April 2006* *11 – 20 April 2006* *2 – 10 May 2006* *24 July – 3 August 2006*	Computer Science (CLAES)
17	Ashraf Shata	*12 – 21 March 2006* *11 – 20 April 2006* *24 July – 3 August 2006*	Computer Science (CLAES)
18	Ahmed Fouad	*12 – 21 March 2006* *26 March – 3 April 2006* *11 – 20 April 2006* *2 – 10 May 2006* *24 July – 3 August 2006* *6 – 14 August 2006* *3 – 13 September 2006* *14 – 21 September 2006* *18 – 28 February 2007*	Computer Science (CLAES)
19	Amera Farag	*12 – 21 March 2006* *11 – 20 April 2006* *24 July – 3 August 2006* *6 – 14 August 2006* *3 – 13 September 2006* *14 – 21 September 2006* *18 – 28 February 2007* *4– 12 March 2007*	Computer Science (CLAES)
20	Mostafa El-Omda	*26 March – 3 April 2006* *2 – 10 May 2006*	Computer Engineering (CLAES)
21	Mohamed Reda	*26 March – 3 April 2006* *2 – 10 May 2006* *6 – 14 August 2006* *14 – 21 September 2006* *4– 12 March 2007*	Computer Engineering (CLAES)
22	Tamer El-Kordy	*26 March – 3 April 2006* *2 – 10 May 2006* *6 – 14 August 2006* *14 – 21 September 2006* *4– 12 March 2007*	Computer Engineering (CLAES)
23	Mohamed Yehia	*2 – 10 May 2006* *24 July – 3 August 2006* *6 – 14 August 2006* *3 – 13 September 2006* *14 – 21 September 2006*	Computer Science (CLAES)
24	Dr. Mohamed Shaker	*6 – 14 August 2006* *3 – 13 September 2006* *14 – 21 September 2006* *18 – 28 February 2007* *4– 12 March 2007*	Agricultural Extension (AERDRI)
25	Rania Abdel Mordy	*14 – 21 September 2006* *18 – 28 February 2007* *4– 12 March 2007*	Computer Engineering (CLAES)
26	Mohamed Saied	*18 – 28 February 2007* *4– 12 March 2007*	Computer Science (CLAES)

8. List of Trainees

Training Period	Site	Name	
Regular: 12 – 21 Mar 2006 Adv: 26 Mar – 3 Apr 2006	Alexandria University Tel: 03- , 03-5925405	Asmaa Mohamed Aly Awad Allah	Home: / Mobile:
		Mostafa Sabry Mostafa Mohamed Saleh	Home: / Mobile
		Reham Abdel Rehem Abdel Rehem	Home: / Mobile:
		Mohamed Sabry Mostafa Saleh	Home: / Mobile:
	Asuot University Tel: 088-2332631	Yasser Mohamed Abdel Aziz	Home: / Mobile:
		Mokhles Ahmed Mohamed Abdel Rahman	Home: /
		Howayda Ezz Eldin Abdel Kader Ahmed	Home: / Mobile:
		Mohamed Mohamed Mohamed Abdel Ghany	Mobile:
	Kafr El-Sheikh University	Wael Mohamed Aly El-Mesery	Home: /
Regular: 11 – 20 Apr 2006 Adv: 2 – 10 May 2006	Kafr El-Sheikh Univ Tel: - Tel: 047-	Ashraf Mohamed Abu El-Yazaid	Mobile:
		Tarek Atiya El-Sayed	Mobile:
		Ahmed Mostafa Ahmed	Home: / Mobile:
		Manal Fahmy Ibrahim Aly	Office: / Mobile: Fax: /
		Mohsen Mohamed Abdel Rahman	Home: / Mobile:
		Sief El-Dien Fahmy[3]	Home: 082/2330991

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[3] Attend the first training period only and did not attend the advanced training.

	CARE Tel: 082/2339941 082/2339942	Rasha Adel Maghazy[4]	Mobile: 0106162932
	Zedan Agricultural Cooperative Tel: ٠٤٧- 3800853	Hesham El-Shahat Abdel Baky	Home: 047-3837993
		Abdel Hameed Mohamed Mabrouk	Home: 0473802204
	El-Korama Agricultural Cooperative Tel: : 050-7474089	Ashraf Abdel Rahman Ahmed Mostafa	Home: 0507483166
		Shawky Ibrahim El-Sayed	Home: 0509140120
	El-Ansar Agricultural Cooperative Tel: 088-2531144	Ahmed Mahmoud Shahat Gad Allah	Home: 0882531144
		Esmat Abdel Moatamad Metwally	Home: 0882592036
	Zohuor Association for Women	Amera Abdel Rahman Hamza	Office: 0452633686 Home: 0452633686
		Kawther Farouk Zaky El-Bayomy	Home: 0452668016
		Rasha El-Sayed Abdel Aziz	Mobile: 0124170049
		Abeer Abdel Hameed Mohamed Zedan	Home: 0452632246
		Shimaa Abdel Monaem Mohamed	Office: 0452633686 Mobile: 0126184546
		Khaled Foaad Naiem Mahmoud	Home: 0452632439 Home: 0452634505
Regular: 24 July – 3 August 2006 Adv: 6 – 14 August	Mansoura University Tel: 050-2245268	Dr. Walid Omar Abdel Hamied	Home: 050-2348534 Email: wnassar@yahoo.com
		Dr. Mohamed Aly Mohamed Shata	Mobile: 010-7012909 Email: msmamh@yahoo.com
		Dr. Saad Farouk Mohamed Hesien	Home: 050-2341069 Email: gadalla@yahoo.com
		Dr. Rania Ibrahim Ahmed	Home: 050-2312835 Email: Rano90@yahoo.com
		Dr. Shady Mohamed El-Shahawy	Home: 050-2407926 Fax: 050-2245268
		Dr. Ahmed Aly Abu El-Ata Mosa	Home: 050-2376863 Email: Ahmedmosa2000@yahoo.com
		Ahmed Rashed Ahmed Adel Naby	Home: 050-7493046 Email: Arahmed4ns@yahoo.com

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[4] Attend the first training period only and did not attend the advanced training.

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		Metwally Mohamed Abu Serea	Home: 050-9115217 Email: metwalymohamed@yahoo.com
		Ahmed Tharwat Mohamed Yousif	Mobile: 010-6622436 Email: Ah_tharwat@mans.edg.eg
		Dr. Saleh El-Sayed Gomah Saadah	Home: 050-2353952 Email: Seseadho4@mans.edg.eg
	Ismailia University Tel: 064-3201793	Dr. Mohamed Wasfy Elwan	Home: 064-3481057 Email: Elwan_wasfy@yahoo.com
		El-Tohamy Aly Ahmed Yousif	Mobile: 010-8246012 Email: tohamyy@yahoo.com
		Salah Ahmed Abdel Gawad	Mobile: 010-3919310 Email: Saok2006@yahoo.com
		Mohamed Ahmed El-Sadek	Mobile: 010-5262338 Email: m-sadek@maktoob.com
		El-Sayed Mostafa Hassan Aly Kaood	Mobile: 012-4160626 Email: S_Qaoud@yahoo.com
Regular: 3 – 13 September 2006 Adv: 14 – 21 September 2006	El-Arish Faculty of Agriculture Tel: 068-3320383	Dr. El-Sayed Mohamed El-Tantawy	Home: 068-3327867 Mobile: 010-8386335 Email: sayedmn@yahoo.com
		Sara Khayri Mahmoud Alesawy	Home: 068-3361336 Email: saraarish@hotmail.com
		Rasha Mahmoud Salman	Home: 068-3320285 Email: rasha_faisal2006@hotmail.com
		Shaimaa Reda Abou Hatab	Home: 068-3334507 Email: shaimaa_hatab@hotmail.com
		Reyad Ismail Mostafa	Home: 068-3359199 Email: ady_ismail@hotmail.com
		Marawan Mostafa Hassan	Mobile: 012-8700025 Email: maro_moustafa@hotmail.com
	Damanhour Faculty of Agriculture Tel: 045-3316535	Dr. Waleed Salah Abdel Hameed	Home: 03-4281460 Mobile: 012-2623726 Email: waleedtahawy@yahoo.com
		Salwa Abdel Fattah Mohamed	Home: 045-2407819 Mobile: 010-9745322 Email: soha_ghally@hotmail.com
		Ahmed Ismail Mahmoud	Home: 045-2540568 Mobile: 010-7060429 Email: dr_a_abousalem@yahoo.com
		Khaled Tawfeek Mohamed El-Feel	Home: 045-3660553 Fax: 045-3316535 Email: khaled_alfeel@yahoo.com

		Hosam El-Dien Hamed Mansour	Home: 045-3367609 Mobile: 010-9915991 Email: hh_mansour@hotmail.com
		Tamer Mohamed Abdel Aziz Adlan	Home: 045-2407819 Mobile: 010-3946583 Email: tamer_adlan@hotmail.com
Regular: 18 - 28 Feb 2007 Adv: 4 - 12 Mar 2007	Fayoum Faculty of Agriculture Tel: 084-6334964	Dr. Abdel Wahab Mohamed Abdel Wahab Said	Home: 084-6358186 Mobile: 010-1226810 Email: abdelwahabsaid@hotmail.com
		Dr. Mohamed Dosoky Hassan Dewdar	Home: 084-6363911 Mobile: 012-6224076 Email: dewdar20@yahoo.com
		Amr Mohamed Fayez Hider	Mobile: 010-6639603 Email: amrhaider@yahoo.com
		Salah Eldein Mohamed Emam Abdel Aliem	Home: 084-6353340 Mobile: 010-9077015 Email: emam20022@yahoo.com
		Abdel Alim Mohamed Abdel Mola	Home: 084-6591139 Mobile: 010-3899904 Email: abdelalim_abdelmola@yahoo.com
		Mohamed Ewis Abdel Tawab Allam	Home: 084-6717261 Mobile: 010-4707474 Email: elmadina102@yahoo.com

9. Evaluation of TOT

The evaluation has been conducted in two ways. The first way is by a quiz at the end of each training period in each cycle. Appendices I and II show the quizzes of the regular and advanced training that established in the periods 18 - 28 Feb 2007 and 4 - 12 Mar 2007 respectively as an example. The second way is by questionnaire; Appendices III & IV show the questionnaires of the regular and advanced training of TOT respectively. At the end of IMARK training in each training cycle a questionnaire for IMARK evaluation has been established; appendix V shows IMARK questionnaire.

Quiz

The following table is the result of Quizzes for all training periods of TOT.

Site	Name	Score of regular training (10)	Score of advanced training (10)
Alexandria	Asmaa Mohamed Aly Awad Allah	10	10
	Mostafa Sabry Mostafa Mohamed Saleh	10	10
	Reham Abdel Rehem Abdel Rehem	10	8
	Mohamed Sabry Mostafa Saleh	10	8
Asuot	Yasser Mohamed Abdel Aziz	10	10
	Mokhles Ahmed Mohamed Abdel Rahman	10	9
	Howayda Ezz Eldin Abdel Kader Ahmed	10	9
	Mohamed Mohamed Mohamed Abdel Ghany	10	9
Kafr El-Sheikh	Wael Mohamed Aly El-Mesery	10	9
	Ashraf Mohamed Abu El-Yazaid	10	10
	Tarek Atiya El-Sayed	10	7
	Ahmed Mostafa Ahmed	10	10
	Manal Fahmy Ibrahim Aly	10	10
	Mohsen Mohamed Abdel Rahman	10	10
Mansoura	Dr. Walid Omar Abdel Hamied	9	9
	Dr. Mohamed Aly Mohamed Shata	9	9
	Dr. Saad Farouk Mohamed Hesien	10	10
	Dr. Rania Ibrahim Ahmed	10	10
	Dr. Shady Mohamed El-Shahawy	10	10
	Dr. Ahmed Aly Abu El-Ata Mosa	10	9
	Ahmed Rashed Ahmed Adel Naby	10	10
	Metwally Mohamed Abu Serea	9	10
	Ahmed Tharwat Mohamed Yousif	9	10
	Dr. Saleh El-Sayed Gomah Saadah	10	10
Ismailia	Dr. Mohamed Wasfy Elwan	9	9
	El-Tohamy Aly Ahmed Yousif	9	10
	Salah Ahmed Abdel Gawad	9	10
	Mohamed Ahmed El-Sadek	10	9
	El-Sayed Mostafa Hassan Aly Kaood	9	10
El-Arish Faculty of Agriculture	Dr. El-Sayed Mohamed El-Tantawy	10	9
	Sara Khayri Mahmoud Alesawy	8	9
	Rasha Mahmoud Salman	9	5
	Shaimaa Reda Abou Hatab	10	6
	Reyad Ismail Mostafa	10	10
	Marawan Mostafa Hassan	10	10
Damanhour Faculty of Agriculture	Dr. Waleed Salah Abdel Hameed	9	10
	Salwa Abdel Fattah Mohamed	10	10
	Ahmed Ismail Mahmoud	9	10
	Khaled Tawfeek Mohamed El-Feel	9	10

	Hosam El-Dien Hamed Mansour	9	9
	Tamer Mohamed Abdel Aziz Adlan	10	10
Fayoum Faculty of Agriculture	Dr. Abdel Wahab Mohamed Abdel Wahab Said	10	10
	Dr. Mohamed Dosoky Hassan Dewdar	8	9
	Amr Mohamed Fayez Hider	9	7
	Salah Eldein Mohamed Emam Abdel Aliem	10	10
	Abdel Alim Mohamed Abdel Mola	10	10
	Mohamed Ewis Abdel Tawab Allam	10	9
CARE[5]	Sief El-Dien Fahmy	10	-
	Rasha Adel Maghazy	10	-
Zedan Agricultural Cooperative	Hesham El-Shahat Abdel Baky	10	10
	Abdel Hameed Mohamed Mabrouk	8.5	5
El-Korama Agricultural Cooperative	Ashraf Abdel Rahman Ahmed Mostafa	9	9
	Shawky Ibrahim El-Sayed	8.5	9
El-Ansar Agricultural Cooperative	Ahmed Mahmoud Shahat Gad Allah	6.5	4
	Esmat Abdel Moatamad Metwally	6	7
El-Zohuor Association for Women	Amera Abdel Rahman Hamza	10	10
	Kawther Farouk Zaky El-Bayomy	10	9
	Rasha El-Sayed Abdel Aziz	10	10
	Abeer Abdel Hameed Mohamed Zedan	9	9
	Shimaa Abdel Monaem Mohamed	9	10
	Khaled Foaad Naiem Mahmoud	7	8

Questionnaire for TOT evaluation

The questionnaire for TOT evaluation was established at the end of each training period. Appendix VI shows the questionnaire of the advanced training period from 2nd – 10th May 2006 as an example. Another form of questionnaire (appendix III, IV) has been added starting from the training period from 3rd Sep – 13th Sep 2006.

Training period 3rd – 13th Sep 2006 (regular)

- **How much did you know about the training course before taken this course?**

  Good: **fair**: '7 trainees' **little**: 5 **not at all**:

- **How much did you know about the training course after taken this course?**

  Good: 11 **fair**: 1 **little**: **not at all**:

- **What is your opinion about the quality of the presentation of the trainers?**

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[5] They did not attend the advanced training.

Excellent: 4   **Good**: 8   **fair**:   **little**:

- **Is the time allocated to the training is sufficient?**

  Yes: 6   **No**: 6

- **If the answer is 'NO', what are these subjects?**

  5 trainees: IMARK
  1 trainee: IMARK, MS PowerPoint, and MS Word

- **What are the subjects, which you are interested in?**

  Expert Systems: 2
  News System: 6
  Forum system: 8
  IMARK: 5
  All subjects of VERCON: 7
  Grower Problems System: 1
  All Subjects of the Training Course: 1
  MS PowerPoint: 3
  MS Words: 3
  E-Mail: 1

- **What are the subjects that you are not well recognized them?**

  IMARK: 5
  Using the VERCON Subjects in Agriculture Extension: 1

- **Can you teach the subjects of the training course?**

  All trainees answered by 'Yes'.

- **Mention any problems faced you during the training period**

  Sometimes there were some problems in the Internet connection: 2
  The time allocated to the practical training is insufficient: 2
  Number of the computer (10) is less than the number of trainees (12):   1
  The time allocated to IMARK training is insufficient: 1
  IMARK should be translated to Arabic: 1

- **What is your recommendation for the next training periods?**

  - Increasing the number of computers so that a computer can be allocated to one trainee.
  - Increasing the training time of PowerPoint.

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- Updating data of some systems of VERCON.
- The time allocated to IMARK training is insufficient.
- IMARK should be translated into Arabic.

Training period 14th – 21st Sep 2006 (advanced)

- **How much did you know about the training course before taken this course?**

  Good: **fair**: '10 trainees'   **little**: 2   **not at all**:

- **How much did you know about the training course after taken this course?**

  Good: 12   **fair**:   **little**:   **not at all**:

- **What is your opinion about the quality of the presentation of the trainers?**

  Excellent: 5   **Good**: 7   **fair**:   **little**:

- **Is the time allocated to the training is sufficient?**

  Yes: 9   **No**:   3

- **If the answer is 'NO', what are these subjects?**

  3 trainees: Front Page

- **What are the subjects which you are interested in?**

  Front Page: '8 trainees'
  Uploading the extension documents on Server: 1
  Converting the extension documents to HTML: 3
  Growers Problems: 3
  All subjects of VERCON: 7
  Grower Problems System: 4
  Installing derivers: 2
  Installing antivirus software: 7
  Installing service pack and updating it: 5

- **What are the subjects, which you are not well recognized them?**

  Front Page: 2
  Installing service pack and updating it: 2

- **What is the quality of the training material?**

  Excellent: 1   **Very Good**: 8   **Good**: 3   **fair:**   **Bad:**

- **Mention your comments about the training material.**

  Increasing the training material of Front Page: 1
  Most of the trainees mentioned that the training material is satisfactory.

- **Mention any problems faced you during the training period.**

  The training time is insufficient: 1
  The training time is too long: 2
  Some trainers are not perfect: 1
  Most of trainees said that there were not any problems.

- **What is your recommendation for the next training periods?**

    - Increasing the time allocated to 'Front Page': 3 trainees
    - Increasing the time allocated to the training on fixing common computer faults: 3 trainees
    - Most of trainees asked if they could attend the follow up meeting of the extension officers.

Training period 18th – 28th Feb 2007 (regular)

- **How much did you know about the training course before taken this course?**

  Good: **fair**: 2 trainees   **little**: 4 trainees   **not at all**:

- **How much did you know about the training course after taken this course?**

  Good: 6 trainees   **fair**:   **little**:   **not at all**:

- **What is your opinion about the capability of the trainers to clarify the information?**

  Excellent: 4^6 trainees   **Good**: 5 trainees   **fair**:   **little**:

- **Is the time allocated to the training is sufficient?**

  "No"   6 trainees.

- **If the answer is 'NO', what are these subjects?**

  IMARK: 5 trainees:
  MS PowerPoint: 1 trainee

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[6] Three trainees said that some of trainers are excellent and some of them are good.

Introduction to Internet and browsing: 1 trainee
Monitoring system: 1 trainee
News and events system: 1 trainee

- **What are the subjects, which you are interested in?**

  Economical database system: 1 trainee
  Expert Systems: 2 trainees
  News System: 1 trainee
  Forum system: 1 trainee
  IMARK: 2 trainees
  Internet and browsing: 1 trainee
  MS PowerPoint: 1 trainee
  Using VERCON in agricultural extension: 1 trainee
  VERCON modules: 3 trainees

- **What are the subjects, which you are not well recognized them?**

  IMARK: 5 trainees
  Monitoring System: 1 trainee

- **Can you teach the subjects of the training course?**

"Yes"   6 trainees

- **Mention any problems faced you during the training period.**

  Daily traveling: 2 trainees
  Disconnection of the Internet occasionally: 1 trainee
  Shifting the time of some lectures: 1 trainee
  Exchange some lecturers: 1 trainee

- **What is your recommendation for the next training periods?**

  Conducting IMARK training in separate training period: 5 trainees
  Training day should be ended in 2 pm o'clock: 1 trainee
  Establishing brochure or booster about RADCON and distributed them in Universities and extension sites: 1 trainee

Training period 4th – 12th Feb 2007 (advanced)

- **How much did you know about the training course before taken this course?**

  Good: -   **fair**: -   **little**: 5 trainees   **not at all**: 1 trainee

- **How much did you know about the training course after taken this course?**

Good: 5 trainees   **fair**: 1 trainee   **little**: -   **not at all**: -

- **Are there any subjects that the trainers cannot present them properly?**

 "No"   6 trainees.

- **If the answer is 'Yes', what are these subjects?**

- **Is the time allocated to the training is sufficient?**

 "Yes"   4 trainees

"No"   2 trainees.

- **If the answer is 'NO', what are these subjects?**

FrontPage: 2 trainees

- **What are the subjects that you are interested in?**

Growers/Farmers Problems:	5 trainees
Uploading Extension documents:	1 trainee
FrontPage:	5 trainees
Maintenance:	2 trainees
Converting Extension Document to HTML file:	1 trainee

- **What are the subjects that you are not well recognized them?**

FrontPage: 1 trainee

- **What is the quality of the training material?**

Excellent: 4 trainees   **Good**: 2 trainees   **fair**:   **little**:
- **Mention your comments about the training material.**

It is satisfactory but it is preferred to be colored:	2
It is sufficient and contains all training subjects:	1
It is suitable and clear:	1
It needs language revision:	1
The containing and printing is fine:	1

- **Mention any problems faced you during the training period.**

Daily travelling:	1 trainee
No Problems:	5 trainees

- **What is your recommendation for the next training periods?**

Increasing the training time of MS FrontPage: 2 trainees
Increasing the hands on time: 1 trainee
Trainees should visit the extension sites: 1 trainee
Dissemination the training on RADCON among students: 2 trainees
Maintenance of Computer course should contains also other equipments such as printers, digital cameras, data show: 1 trainee
Grower/Farmers problems specially the production problems should be specified by images: 1 trainee
CLAES should reserve lodging for the trainees: 1 trainee

MARK Evaluation

Training period 24th July - 3rd Aug 2006 (regular)

- **Have you taken computer-based training courses in the past?"**

"Yes"   15 trainees

- **If yes, how does the IMARK course compare?"**

	1 (worst)	2	3	4	5 (Best)
Number of trainees		5	5	5	

- **Do you plan to complete lessons in the future?"**

"Yes"   4 trainees
"No"   1 trainee

- **How much did you know about managing electronic documents before taking this course?**

	1 (not at all)	2	3	4	5 (a lot)
Number of Trainees	6	2	7		

- **How much did you know about Building Electronic Communities and Networks before taking this course?"**

	1 (not at all)	2	3	4	5 (a lot)
Number of Trainees	7	4	4		

- **How much did you know about managing electronic documents after taking this course?**

	1 (not at all)	2	3	4	5 (a lot)
Number of Trainees		1	8	5	1

- **How much did you know about Building Electronic Communities and Networks after taking this course?**

	1 (not at all)	2	3	4	5 (a lot)
Number of Trainees		1	6	8	

- **Do you plan to apply the information learned in these modules in your work?**

	1 (not at all)	2	3	4	5 (very likely)
Number of Trainees		1	4	3	7

- **In your Opinion what was the best part of managing electronic documents module?**

Unit 6	'3 trainees'
Unit 2	'3 trainees'
Unit 2 Lesson 2	'1 trainee'
Unit 2 Lesson 5	'1 trainee'
Unit 2 & Unit 6	'2 trainee'
Unit 6 Lesson 3	'1 trainee'
Unit 6 Lesson 3 & 4	'3 trainee'
Unit 6 Lesson 1 & 2	'1 trainee'

- **In your Opinion what was the best part of Building electronic communities and Networks module?** [7]

Unit 4	'7 trainees'
Unit 4 lesson 8	'1 trainee'
Unit 1 lesson 1	'1 trainee'
Unit 1 lesson 2	'2 trainees'
Unit 1 lesson 4	'1 trainee'
Unit 1 lesson 2&4, Unit 4	'1 trainee'

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[7] There are two trainees did not write their answer.

- **Have you recommended the course to others?**

  The answer of all trainees is 'yes'.

- **The comments of the trainees for improving the effectiveness of the course are:**

  - The time allocated to IMARK training is not enough especially the fourth module.
  - IMARK should be translated into Arabic.
  - IMARK needs a specific course.

Training period 3rd - 13th Sep 2006 (regular)

- **Have you taken computer-based training courses in the past?**

  "Yes"   12 trainees.

- **If yes, how does the IMARK course compare?**

	1 (worst)	2	3	4	5 (best)
Number of trainees		1	2	8	1

- **Do you plan to complete lessons in the future?**

  "Yes"   11 trainees

- **How much did you know about managing electronic documents before taking this course?**

	1 (not at all)	2	3	4	5 (a lot)
Number of Trainees	5	1	4	2	

- **How much did you know about Building Electronic Communities and Networks before taking this course?**

	1 (not at all)	2	3	4	5 (a lot)
Number of Trainees	5	4	2	1	

- **How much did you know about managing electronic documents after taking this course?**

	1 (not at all)	2	3	4	5 (a lot)
Number of Trainees		3	1	7	1

- **How much did you know about Building Electronic Communities and Networks after taking this course?**

	1 (not at all)	2	3	4	5 (a lot)
Number of Trainees		3	2	6	1

- **Do you plan to apply the information learned in these modules in your work?**

	1 (not at all)	2	3	4	5 (very likely)
Number of Trainees		2	3	3	4

- **In your Opinion what was the best part of managing electronic documents module?**

  Unit 6   '6 trainees'
  Unit 2   '6 trainees'

- **In your Opinion what was the best part of Building electronic communities and Networks module?**

  Unit 4   '9 trainees'
  Unit 1   '3 trainee'

- **Have you recommended the course to others?"**

  'Yes'   11 trainees
  'No'   1 trainee   (The person who said 'no' because he wants this course in Arabic.)

- **The comments of the trainees for improving the effectiveness of the course are:**

  - The time allocated to IMARK training is not enough especially the fourth module.

- IMARK should be translated into Arabic.

Training period 18th - 28th Feb 2007(regular)

- **Have you taken computer-based training courses in the past?**

"Yes" 5 trainees
"No" 1 trainee.

- **If yes, how does the IMARK course compare?**

	1 (worst)	2	3	4	5 (best)
Number of trainees			3	1	1

- **Do you plan to complete lessons in the future?**

"Yes" 6 trainees

- **How much did you know about managing electronic documents before taking this course?**

	1 (not at all)	2	3	4	5 (a lot)
Number of Trainees	2	3		1	

- **How much did you know about Building Electronic Communities and Networks before taking this course?**

	1 (not at all)	2	3	4	5 (a lot)
Number of Trainees	2	4			

- **How much did you know about managing electronic documents after taking this course?**

	1 (not at all)	2	3	4	5 (a lot)
Number of			2	3	1

Trainees					

- **How much did you know about Building Electronic Communities and Networks after taking this course?**

	1 (not at all)	2	3	4	5 (a lot)
Number of Trainees			1	4	1

- **Do you plan to apply the information learned in these modules in your work?**

	1 (not at all)	2	3	4	5 (very likely)
Number of Trainees				2	4

- **In your Opinion what was the best part of managing electronic documents module?**

Unit 6	'3 trainees'
Unit 6 Lesson 3	'1 trainee'
Unit 6 Lesson 4	'1 trainee'
Unit 2 Lesson 6, 7	'1 trainee'

- **In your Opinion what was the best part of Building electronic communities and Networks module?**

Unit 4	'3 trainees'
Unit 4 lesson 5, 6	'1 trainee'
Unit 1 lesson 1 & Unit 4 lesson 5	'1 trainee'
Unit 1 lesson 3	'1 trainees'

- **Have you recommended the course to others?**

"Yes"   6 trainees

- **Please provide any comments for improving the effectiveness of the course.**

  - The time allocated to IMARK training is not enough.
  - IMARK should be translated into Arabic.
  - IMARK needs a separate course.
  - The course should cover all IMARK modules.
  - IMARK course should contain more practical application and video clip.

Trainees Comments

The most significant comments are:

- The trainees want a training period of IMARK.
- Uploaded more expert systems, for example: Goat and Sheep, Cattle and Buffalo, Melon, Mango, Strawberry, Cotton, and Integrated Pest Management (IPM) for some crops.
- Add more data in the economic data for example the current price of the different vegetables and fruits.
- Translation of IMARK to Arabic in required.
- In the extension browsing system there are some images not clear.
- The trainees need more than one break during the training day.
- The training day (6 hours) is too long.
- The training time allocated to IMARK training is not enough especially the fourth module.
- Updating the extension documents to contain the latest knowledge.
- The lecture of using a specific system in agricultural extension should be conducted before using this system through RADCON.

Lesson Learned

According to the comments of the trainees and the discussion during the closing sessions, the following points could be detected.

- Uploading more expert systems on RADCON. We can start with the expert systems, which have been already developed in CLAES for example, Goat and Sheep, Cattle and Buffalo, Strawberry, Melon, and IPM of Faba Bean and wheat.
- Accelerating translation of IMARK into Arabic. FAO has already activated this point.
- Adding the current price of the different vegetables and fruits in the economic data. Economic sector said that it is not applicable.
- Some trainees are interested in IMARK, could FAO agree on conducting training course of IMARK?
- Increasing the training time of IMARK. This has already done.
- The lectures of using some systems in agricultural extension should be conducted before training on using these systems through RADCON. This comment has been done.

Problems confronted the training process

- **The training room cannot contain more than ten computers:** The average number of the trainees is about 12 - 15. So we could not allocate one computer for a trainee.
- **IMARK material is in English:** Most of trainees asked if IMARK could be translated into Arabic. So translation IMARK into Arabic Language will be very useful.
- **Some of trainers have not enough expertise about the training process:** the national consultant who frequently attends the training and guides the trainers has solved this point.

- **The terms of payment in LOA mostly consist of 4 installments, the interval between finishing the activities of an installment and reaching the installment to the account of CLAES or FCRI takes about 4 – 6 weeks. This entail halt the training during this period:** it is better that the terms of payment become 2 or 3 installments.

Best Practices In TOT
- Five regular TOT periods and five advanced TOT periods have been conducted for 8 faculties of agriculture and three NGO's.
- The trainers from Universities staff who have got TOT in CLAES have trained 44 villages.

اختبار لتحديد مستوي المتدربين
لدورة استخدام شبكة اتصال التنمية الزراعية والريفية (TOT) العادية
المنعقده بالمعمل المركزى للنظم الزراعية الخبيرة
فى الفترة من 18/2/2007   الى   28/2/2007

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اختبار لتحديد مستوي المتدربين

للدورة التقدمة عن استخدام شبكة اتصال التنمية الزراعية والريفية (TOT)

المنعقده بالمعمل المركزى للنظم الزراعية الخبيرة

فى الفترة من ٢٠٠٧/٣/٤ الى ٢٠٠٧/٣/١٢

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(   ) My Computer>>Hardware>>Device manger>> Network Adapter

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TOT(Regular)

2007/2/28 – 18

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Appendix IV
TOT (adv)
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Appendix V

Evaluation of the IMARK Modules

"Management of Electronic Documents" &
"Building Electronic Communities and Networks"

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User Profile

1. Trainee identification

Name:

University:

Faculty:

2. Have you taken computer-based training courses in the past?
Yes
No

3. If 'Yes', how does the IMARK course compare?

1 (worst)	2	3	4	5 (best)

General comments of the modules

4. Do you plan to complete lessons in the future?
Yes
No

5. How much did you know about managing electronic documents before taking this course?

1 (not at all)	2	3	4	5 (a lot)

6. How much did you know about Building Electronic Communities and Networks before taking this course?

1 (not at all)	2	3	4	5 (a lot)

7. How much do you know about managing electronic documents after taking this course?

1 (not at all)	2	3	4	5 (a lot)

8. How much do you know about Building Electronic Communities and Networks after taking this course?

1 (not at all)	2	3	4	5 (a lot)

9. Do you plan to apply the information learned in these modules in your work?

1 (not at all)	2	3	4	5 (very likely)

IMARK

10. In your opinion, what was the best part of managing electronic documents module?

11. In your opinion, what was the best part of Building Electronic Communities and Networks module?

12. Have you recommended the course to others?
Yes
No

13. Please provide any comments for improving the effectiveness of the course.

Appendix VI

تقيـيم الدورة

:   (TOT)

:   -   / / 2006

الوقت	المحاضر	طريقة التدريس	الموضوع
			antivirus
			antivirus scan
			service pack
			MS Front Page
		HTML file	
		HTML file	

ملاحظة :   ـ رجاء كتابة أية ملاحظات تخص الدورة في خلف الورقة
ـ يتم وضع التقدير العام بالأرقام داخل المربعات الخالية
ـ ممتاز (٥)** جيد جدا (٤)** جيد (٣)** مقبول (٢)** ضعيف (١)