



International Telecommunication Union

REGIONAL OFFICE FOR AFRICA

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Addis Ababa, 10 July 2019

Administrations of ITU Member States,
Regulators, ITU-D Sector Members and
Academia in Africa

Subject: ITU Centres of Excellence blended training course on E-Commerce Solutions for Small and Medium Enterprises, 19-23 August 2019 – Abuja, Nigeria

Dear Sir/Madam,

I am pleased to invite your organization to participate in the training course on **“E-Commerce Solutions for Small and Medium Enterprise”** to be held from 19 to 23 August 2019, in Abuja, Nigeria. This training is organized jointly by the International Telecommunication Union and the Digital Bridge Institute, under the auspices of the ITU Centres of Excellence for Africa. The training will be delivered in English and will be a combination of both face-to-face and online learning (blended training).

The objective of this training course is to assist participants gain knowledge and understanding of the application of E-Commerce Solutions as well as their functionalities for small and medium enterprises. Participants will be introduced to Wordpress and its application as a tool in E-Commerce.

This training is targeted at entrepreneurs of small and medium enterprises. The course will introduce the concept of electronic commerce, and how electronic commerce is affecting business enterprises, governments, consumers and people in general.

Detailed information on this training is described in the training outline that can be downloaded from the ITU Academy portal at the following link <http://academy.itu.int/>.

Registration for the training should be made online at the aforementioned link no later than **16 August 2019**. Payment details are specified in the training outline.

Additional information on this training course, such as an information note for participants, including a list of recommended hotels, is also available on the ITU Academy portal.

Mr. Yakubu Maitalata, email: ymaitalata@dbi.edu.ng and Ms Elena Stankovska-Castilla, email: elena.stankovska-castilla@itu.int are at your full disposal should you require any information.

We look forward to your active participation and invaluable contribution.

Yours faithfully,

[Original signed]

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