



**Digital
Transformation
Centres**



**Digital Transformation Centres Initiative
Annual virtual meeting**

Wednesday 15 November 2023, 12:00 – 13:30 (CET)

Objectives of the meeting:

- Provide updates on the DTC Initiative by ITU and Cisco;
- Follow-up on some of the action areas following the Global workshop (ITU/Cisco/DTCs);
- Share updates on achievements or work undertaken in the past 6 months (DTCs);
- Share results and lessons learned from the implementation of training activities; and
- Discuss upcoming milestones for 2024.

MEETING AGENDA

Time	Items
12:00 – 12:15	Welcome and objectives <ul style="list-style-type: none">• Ms Susan Teltscher, Head, Capacity and Digital Skills Development Division, ITU• Mr Alfie Hamid, Senior Manager, Global Partnerships, Cisco Group photo DTCI Quiz (Mentimeter activity)
12:15 – 12:30	Agenda item 1 - Updates from the Initiative <ul style="list-style-type: none">• Update on the DTC Initiative implementation and support (5 minutes) Ms Halima Letamo, Senior Capacity and Skills Development Officer, ITU• Update on Cisco programmes (5 minutes) Mr Alfie Hamid, Senior Manager, Global Partnerships, Cisco Q&A and discussion (5 minutes)
12:30 – 12:55	Agenda item 2 - DTCs in action <p>This session will consist of group discussions where the DTCs will share highlights and lessons learned from the training activities they conducted over the past six months, challenges, and future plans.</p>

	<p>Break-out groups (15 minutes) <i>Guiding questions</i></p> <ul style="list-style-type: none"> • Please share with two key highlights from your DTC’s activities since the Global DTC workshop held in May 2023. Focus on practices you have integrated in your training delivery. • What are your next steps and scaling plans to roll-out training for citizens/beneficiaries? <p>Reporting back (10 minutes)</p> <ul style="list-style-type: none"> • Ms Robyn Fysh, Senior Project Manager, ITU
<p>12:55 – 13:15</p>	<p>Agenda item 3 – Delivering training under the DTCI</p> <p>In this session, DTCs will discuss concrete ways to incorporate DTCI training materials into their existing programmes and training schemes, and how to bring new courses to their end beneficiaries. In groups, DTCs will be invited to share feedback following the Cisco NetAcad, HP-LIFE train-the-trainer, Microsoft, and Digital Skills Foundation information sessions.</p> <p>Break out group discussion (10 minutes) <i>Guiding questions</i></p> <ul style="list-style-type: none"> • Following the train-the-trainer or information session on Cisco NetAcad, HP-LIFE, Microsoft and DSF, which content offering are you prioritising to roll-out training and why? • Please share examples of actions you have taken or are planning to take to bring prioritised courses to local communities? <p>Reporting back (10 minutes)</p> <ul style="list-style-type: none"> • Ms Halima Letamo, Senior Capacity and Skills Development Officer, ITU
<p>13:15 – 13:25</p>	<p>Agenda item 4 – Next steps</p> <p>This session will provide updates on upcoming activities.</p> <ul style="list-style-type: none"> • Submission of training plans and implementation reports Ms Sara Bennouna, Junior Digital Skills Officer, ITU • Global DTC Workshop, information about new DTCs, and Digital Skills Forum Ms Susan Teltscher, Head, Capacity and Digital Skills Development Division, ITU <p>Q&A (5 minutes)</p>
<p>13:25 – 13:30</p>	<p>Closing remarks</p> <ul style="list-style-type: none"> • Mr Alfie Hamid, Senior Manager, Global Partnerships, Cisco