

POSTGRADUATE STUDENTS TRACKING INFORMATION SYSTEM

TRAINING SCHEDULE

Date	Target Group	Venue
16th May 2016	Trainers of Trainer (TOT) <ul style="list-style-type: none"> • BPS Staff • ICT Staff In charge of Campuses • Website Administrators • RPE Office 	Chiromo Campus ICT Corporate Lab
17th May 2016	CBPS <ul style="list-style-type: none"> • Deans and Directors • Chairman of Department • College Registrar • Exam Coordinator • School/Faculty admin 	Chiromo campus Training Venue to be provided by the college
18th May 2016	CAE <ul style="list-style-type: none"> • Deans and Directors • Chairman • College Registrar • Exam Coordinator • School/Faculty admin 	Main campus Training Venue to be provided by the college
19th May 2016	CEES <ul style="list-style-type: none"> • Deans and Directors • Chairman Department • College Registrar • Exam Coordinator • School/Faculty admin 	Kikuyu Campus Training Venue to be provided by the college
20th May 2016	CAVS <ul style="list-style-type: none"> • Deans and Directors • Chairman Department • College Registrar • Exam Coordinator • School/Faculty admin 	Upper Kabete Campus Training Venue to be provided by the college
23rd May 2016	CHS <ul style="list-style-type: none"> • Deans and Directors • Chairman Department • College Registrar • Exam Coordinator • School/Faculty admin 	Training Venue to be provided by the college
24th May 2016	CHSS <ul style="list-style-type: none"> • Deans and Directors • Chairman Department • College Registrar • Exam Coordinator • School/Faculty admin 	Main Campus (Training venue will be provided by the college)

- The respective Colleges should provide a list of the people nominated to attend the training exercise on or before 10th May 2016.
- The Colleges should also facilitate training venues that will be able to accommodate the number of nominated participants. The training venue should be computer labs which can host the college nominated trainees.
- The Colleges will be responsible for the provision of refreshments to the attendants and trainers.