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To: Deputy Directors-General, Chief Directors, Directors, Heads: Curriculum Co-ordination and Advice, Circuit Managers, Deputy Chief Education Specialists, Subject Advisers and Principals of all public schools

**Subject: Guideline on technology standards for schools**

1. The Western Cape Education Department (WCED) provides the attached guidelines on technology standards for schools for new equipment (Annexure A).
2. The standards list comprises sections related to new technology for the following teaching and learning environments:
  - a) ICT desktop technology for use within a computer laboratory;
  - b) ICT within classrooms for the use of the teacher (the WCED refers to this as a Smart Classroom); and
  - c) ICT within classrooms for the use of the learner (i.e. learner devices).
3. These standards are positioned as a guideline especially to assist schools in consulting with benefactors on new technology acquisitions.
4. Principals are requested to note that these specifications change rapidly.
5. Principals may confirm the specifications with the district eLearning adviser as listed below:

District	eAdviser	Telephone	Email
Metro North	Moederick Jacobs	021 938 3142	<a href="mailto:Moederick.Jacobs@westerncape.gov.za">Moederick.Jacobs@westerncape.gov.za</a>
Metro East	Jaco Joseph	021 900 7266	<a href="mailto:Jaco.Joseph@westerncape.gov.za">Jaco.Joseph@westerncape.gov.za</a>
Metro East	Sipho Didiza	021 900 7103	<a href="mailto:Sipho.Didiza@westerncape.gov.za">Sipho.Didiza@westerncape.gov.za</a>
Metro South	Deon Khan	021 370 2038	<a href="mailto:Deon.Khan@westerncape.gov.za">Deon.Khan@westerncape.gov.za</a>
Metro South	Trevor Francke	021 370 2052	<a href="mailto:Trevor.Francke@westerncape.gov.za">Trevor.Francke@westerncape.gov.za</a>

District	eAdviser	Telephone	Email
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Metro Central	Husain Mollagee	021 514 6967	<a href="mailto:Husain.Mollagee@westerncape.gov.za">Husain.Mollagee@westerncape.gov.za</a>
West Coast	Horatio Hart	021 860 1200	<a href="mailto:HoratioWilfred.Hart@westerncape.gov.za">HoratioWilfred.Hart@westerncape.gov.za</a>
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Eden & Central Karoo	Samuel Bouwers	044 803 8385	<a href="mailto:Samuel.Bouwers@westerncape.gov.za">Samuel.Bouwers@westerncape.gov.za</a>
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**SIGNED:** BK SCHREUDER  
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**DATE:** 2016-09-06