

ICT INTEGRATION

Course	Term 1	Term 2	Term 3	Term 4
ICT Leadership for Education Managers (LEM)	29 - 31 Jan			
Smart Classroom Training	2 - 3, 16 - 17 Feb, 2 - 3, 16 - 17 Mar	4 - 5, 18 - 19 May	3 - 4, 17 - 18 Aug	31 Aug - 1 Sept, 14 - 15 Sept
ICT Strategic Management	23 - 24 Feb, 5 - 6 Apr	4 - 5 May	9 - 10 Jul	
ICT Integration Maths (GET & FET) for SA's / SCP's	26 - 28 Feb			
ICT Integration Languages (InterSen & FET) for SA's/ SCP's	5 - 7 Mar			
ICT Integration Foundation Phase for SA's / SCP's	15 - 17 Jan			
Train the Trainer	2 - 3, 23 - 24 Mar			
ICT Integration (Generic) for SA's and SCP's				
ICT Integration Foundation Phase		3 - 4 , 20 - 21 Apr		
ICT Integration Intersen (Languages)		5 - 6 Apr, 4 - 5 May		
ICT Integration Intersen (Maths)		25 - 26 Jun	27 - 28 Jul	
ICT Integration FET (Languages)		27 - 28 Jun	3 - 4 Aug	
ICT Integration FET (Maths)			2 - 3 Jul, 17 - 18 Aug	
ICT Seminar (Principals)		14 Apr		
ICT Workshop (Principals)		26 May, 9 Jun		

PROGRAMME DELIVERY COURSES

Course	Term 1	Term 2	Term 3	Term 4
Grade R Languages	8 - 12 Jan	25 - 29 Jun		
Foundation Phase Mathematics	12 - 23 Feb	7 - 18 May	13 - 24 Aug	
Foundation Phase English FAL	26 Feb - 9 Mar			
Foundation Phase Afrikaans HL		14 - 25 May		
Foundation Phase IsiXhosa HL			27 Aug - 7 Sept	
Foundation Phase Life Skills		21 May - 1 Jun		
Intermediate Phase Mathematics	12 - 23 Feb	21 May - 1 Jun		
Intermediate Phase English FAL	26 Feb - 9 Mar		13 - 24 Aug	
Intermediate Phase IsiXhosa HL		7 - 18 May	27 Aug - 7 Sept	
Intermediate Phase Natural Sciences and Technology		14 - 25 May		
Addressing Barrires in learning FP Mathematics	12 - 23 Feb	21 May - 1 Jun	27 Aug - 7 Sept	
Addressing Barriers in learning IP Mathematics	26 Feb - 9 Mar	14 - 25 May		
Addressing Barriers in learning FP Languages	5 - 16 Feb	7 - 18 May		
Addressing Barrires in learning IP Languages	19 Feb - 2 Mar		13 - 24 Aug	
FP Departmental Heads in Grade R curriculum	29 Jan - 9 Feb			
Writing Project		4 - 6 Apr, 25 - 29 Jun		

SCHOOL MANAGEMENT AND LEADERSHIP DEVELOPMENT COURSES

Course	Term 1	Term 2	Term 3	Term 4
Woolworths Leadership Seminar	10 Feb			
Roles and Responsibilities of Departmental Heads 100 School Project Group 1	19 Feb - 3 Mar			
Roles and Responsibilities of Departmental Heads 100 School Project Group 2			23 Jul - 3 Aug	
Roles and Responsibilities of Departmental Heads Level 1		7 - 18 May		
Roles and Responsibilities of Departmental Heads Level 2			9 - 13 Jul	
Roles and Responsibilities of Deputy Principals Level 1			23 Jul - 3 Aug	
Induction Programme for Newly Appointed Principals A	5 - 8 Mar			
Induction Programme for Newly Appointed Principals B		21 - 24 May		
Induction Programme for Newly Appointed Principals C			3 - 6 Sept	
Aspiring School Leaders		4 - 6 Apr		
Aspiring School Principals			2 - 4 Jul	
School Management Team 1 (A) George		3 - 5 Apr		
School Management Team 1 (B) George		25 - 28 Jun		
School Management Team 2 (A) CTLI			2 - 4 Jul	
School Management Team 2 (B) CTLI				1 - 4 Oct
Women In and Into Leadership and Management Positions			2 - 6 Jul	
Principal as Leader of the Curriculum		25 - 28 Jun		

Continuing Professional Teacher Development Seminars

CPTD MS Seminars (Post Level 1 Secondary School Teachers)		21 Apr		
CPTD MS Seminars (Post Level 1 Secondary School Teachers)			28 Jul	
CPTD MS Seminars (Post Level 1 Primary School Teachers)				13 Oct

National Teaching Awards Process

Activity	Term 1	Term 2	Term 3	Term 4
NTA Closing Date			27 Jul	
Cluster Adjudication			1 - 3 Aug, 6 - 8 Aug, 13 - 15 Aug	
Cluster Functions			20 -25 Aug	
NTA Provincial Adjudication			27 - 28 Aug, 6 - 7 Sept, 10 - 14 Sept, 17 - 19 Sept, 20 -21 Sept	
NTA Steering Committee Meeting	13 Mar	12 Jun	31 Aug	11 Oct
NTA Provincial Function				2 Nov
NTA Mentoring Workshop				9 - 10 Nov
NTA Reflection Workshop				20 Nov

CONFERENCES				
EDTECH Summit Africa			11 - 14 Jul	
# LITNUM in the 21st century				2 - 4 Oct
CELEBRATING TEACHERS				
	17 Feb	May		5 Oct

INKQUBO YOKUSAYINA NOKUBHALISA KWI-INTANETHI YE-CTLI

1. **Abasebenzisi ababhalisileyo (Registered users)** bangaklikha kwilinki u-"**Sign in**" kwikhasi i-home page bangene (sign in) besebenzisa i-username okanye i-dilesi ye-imeyili ne-password, ukubhalisela (sign up) ezi khosi.
2. **Abasebenzisi abaqalayo** bangabhalisa ngolu hlobo lulandelayo:
 - 2.1 Klikha kule linki u-"**Register here**" neya kukusa kwikhasi u-"**Sign in**" okanye u-"**Register here**".
 - 2.2 La macandelo alandelayo makazaliswe:
 - I-Username: zenzele i-username oya kuyisebenza ngalo lonke ixesha ungena (log in) kwi-CTLI website.
 - Idilesi ye-imeyili esebenzayo nesemthethweni: faka i-dilesi ye-imeyili esebenzayo nesemthethweni. Ukuba akunayo idilesi ye-imeyili esebenzayo, kufuneka wenze enye phambi kokuba ugqithele phambili. Idilesi ye-imeyili iyafuneka ngeenjongo zonxibelelwano.
 - I-Password: yifake okanye uzenzele i-password yakho.
 - Ngqinisisa i-password yakho.
 - Ngqinisisa ukuba ungumntu ngokwenene (human visitor) ngokutsala (drag) isheyiphu echanekileyo ngezantsi kwelo khasi kwi-"drop area" engwevu (oku kwenzela ukunqanda amalinge okungena ekhompnyutheni ngobuqhetseba kufumaneka iinkcukacha zabantu (computer generated phishing attempt).
 - Klikha ku-"**create a new account**".
 - 2.3 Wakuba uklikhe ku-"**create a new account**", kuvela esi sikrini silandelayo "**Let's confirm your email address**".
 - 2.4 Emva koko vula i-imeyili yakho ungqinisisa i-akhawunti ye-imeyili yakho ngokulandela le miyalelo ithunyelwe kuwe malunga neenkcukacha ze-akhawunti yakho e-CTLI. Klikha kwilinki yokuqala kumyalezo oya kukusa kwikhasi u-"**Edit your profile**".
 - 2.5 Yenza iprofayili ephelileyo ngokufaka iinkcukacha zakho apha, "**Personal and Work Information**".
 - 2.6 Emva koko klikha u-"**Submit**" kuze kuthi emva koko iprofayili yakho ibe nokuhlaziywa ngokutsha kwisistim.
 - 2.7 Wakuba wenze iprofayili yakho, jonga zonke iikhosi eziqhutywa e-CTLI uze ubhalisele ikhosi/iikhosi onqwenela ukuya kuzo.
 - 2.8 Emva koko, faka ("**submit**") isicelo sakho. Kucelwa uqinisekise ukuba isicelo sakho sifakwe ngokuchanekileyo. Uya kufumana i-imeyili engqinisisa ukuba isicelo sakho sifunyenwe – ukuba akusifumenanga esi singqinisiso, loo nto ithetha ukuba isicelo sakho asifakwanga ngempumelelo.

3. Isicelo sakho siya kujongiswa ngamagosa esithili, sivunywe okanye sikhatywe ngumlawuli wesithili. Isigqibo sokugqibela siya kuthathwa ngumququzeleli weprogram we-CTLI kuphela emva kokusayinelwa kwesicelo eso sisithili sakho.
4. Ngalo lonke ithuba lale nkqubo uya kufumana ii-meyili ezikwazisa ngemeko yesicelo sakho. Usenokungena (*log in*) kwi-intanethi utshekishe imeko yesicelo sakho kwikhasi *i-history page*.
5. Nangona le miyalelo ingakhangeleka intsonkothile, le sistim yayenzelwe ukuba kube lula ukuyisebenzisa kwanokuba ukwazi ukulandela imiyalelo ngokwamanyathelo ngamanyathelo kwisistim ngokulula. Nakuba kunjalo, ukuba ufuna uncedo, kucelwa ukuba uqhagamshelane noNks Phelokazi Tutani kule foni 021 900 5024 okanye kule dilesi ye-imeyili phelokazi.tutani@westerncape.gov.za , ukuze ufumane uncedo.
6. Ikhosi nganye kwisistim iya kubonisa ixesha eliqingqiweyo (*window period*) lokwenza izicelo zekhosi yaye kucetyiswa ukuba ufake isicelo sekhosi leyo lingadlulanga ithuba eliqingqiweyo.