

# INTERNATIONAL TELECOMMUNICATION UNION



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Subject: **Centre of Excellence Task Force meeting on Distance Learning Practices for the Asia Pacific region, Islamabad, Pakistan, 23 - 27 July 2007**

Dear Sir,

On behalf of ITU, I thank you for hosting the "CoE Task Force meeting on Distance Learning practices" for the Asia Pacific in **Islamabad, Pakistan from 23 to 27 July 2007**.

This Task force Meeting is limited to those who will be responsible for administering the learning management system either as a tutor, administrator or technical support person for courses run by the Centres of Excellence through the ITU e-Learning Centre.

In this respect, the attached **draft agenda** (Annex 1) consists of two parts:

- the first part providing an overview of the current practices on e-Learning through the ITU e-learning Centre and the CoE programme
- the second part providing the opportunity to the participants (as well as to some remote CoE content developers) to carry out concrete simulations on content development and on-line course delivery. This sequence should ensure that common distance learning guidelines will be applied for all forthcoming steps of the CoE action plan.

Kindly nominate two candidates with suitable profiles from your organization who will undertake this responsibility. The participants are requested to complete the attached registration form (Annex 2) and email it to [tensin.tobgyl@itu.int](mailto:tensin.tobgyl@itu.int) (Ms Tensin Tobgyl) with copy to [younis\\_pak@pta.gov.pk](mailto:younis_pak@pta.gov.pk) (Mr. Muhammad Younis at PTA) by **10 July 2007, at the latest**.

We count on the participation of your organization and continued support of the Centres of Excellence in the delivery of online training through the facilities of the ITU e-Learning Centre.

Yours faithfully,



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Sami Al-Basheer Al Morshid  
Director

Annexes: 1 Draft agenda  
2 Registration form