

# Postgraduate School

## Research Capacity Development Trainings

### JUNE 2024

#### Category: Postgraduate students

The Research Capacity Development Unit will be hosting Microsoft Essentials training sessions. The following sessions will be offered on **Microsoft Teams** – **please register using the links below**. For any enquiries, please contact the RCD team at [rcdenquiries@uj.ac.za](mailto:rcdenquiries@uj.ac.za).

#### THEME: MICROSOFT ESSENTIALS

DATE	DAY	REGISTRATION LINK	TIME	WORKSHOP TITLE	FACILITATOR
<b>Session 1</b>					
10 June	Monday	Click <a href="#">here</a>	09:00-11:00	Microsoft Word	Mr Class Mongangane
12 June	Wednesday	Click <a href="#">here</a>	09:00-11:00	Microsoft Excel	Ms Simphiwe Motau & Mr Divine Heart
14 June	Friday	Click <a href="#">here</a>	09:00-11:00	Microsoft PowerPoint	Ms Simphiwe Motau
<b>Session 2</b>					
18 June	Tuesday	Click <a href="#">here</a>	09:00-11:00	Microsoft Word	Mr Class Mongangane
19 June	Wednesday	Click <a href="#">here</a>	09:00-11:00	Microsoft Excel	Mr Divine Heart & Mr Tungamirai Chuma
20 June	Thursday	Click <a href="#">here</a>	09:00-11:00	Microsoft PowerPoint	Mr Tungamirai Chuma

#### DISCLAIMER

- These events may be photographed and video recorded for marketing, social media and media purposes.
- By attending any event, you grant the University of Johannesburg permission to use and publish any recorded material.
- Only registered UJ postgraduate students and staff members are eligible for these opportunities.
- Repeat no-shows may not be given access to future workshops and events.
- Workshops with fewer than 10 participants may be cancelled or postponed.

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