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15th April, 1991

Mr T J Mullarvey
Deputy Secretary
Australian Vice-Chancellors' Committee
GPO Box 1142
Canberra ACT 2601

*AARNET PROJET SUBMISSION*

## Request for funding from AARNet
## for Development of
## Training Courses and Materials

The continued growth and use of AARNet has brought about a need for an organised promotional and training campaign to both extend the potential benefits of AARNet services as well as to encourage use amongst the academic community throughout Australia.

I am proposing that funds be made available for the development and organisation of a centralised training program.

A course would be developed and coordinated by the University of Technology, in conjunction with and with the support of other interested institutions. This will include AARNet user guides, training material and reference templates. This material will be made available to a professional training organisation. This organisation will be responsible for providing onsite training courses, on request, to all AARNet member sites. I envisage a professional training service as being an important factor in continuing to promote and utilise AARNet and its services.

I have approached a number of professional training organisations all of which have expressed interest in conducting onsite courses throughout Australia. Approximate costs for full day training sessions would be $100 per staff member. This cost will be met by each institution requesting training. Costs for development of the training program include a fee to the training institution of approximately $2000. Other costs include the development and printing of various training material and user guides. This is estimated to total approximately $5000.

Once a course and relevant materials are established any changes to the course content can be easily incorporated and reflected in future training sessions. This includes the inclusion of site specific details in both course content and printed documentation.

I believe an established and readily available training program would be an asset to all AARNet member sites. The University of Technology is thus seeking a grant of $7000 for support of this project.

Your sincerely,

*A. Mikita*

Anne Mikita
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