Requester Information: (*) is a mandatory field

Requestor's Name(*): **Anna Hackett**
Requestor's Email Address(*): **amarie863@gmail.com**
Your Organization(*): **N/A**
Organization Website / Facebook: **N/A**
Your Labdoo account user name (https://www.labdoo.org/user/register): **UpwindAcademyGhana**

Project Site: **Upwind Academy**
----
1. Project title or name of your school, project, or NGO - A short title or description for your project(*):
ICT Class for primary- JHS

2. Project Description - Please explain about your project and how you will use the laptops (*):**The laptops will be used in the computer classroom where the ICT teacher will instruct students on how to use computer software and internet.**
3. Number of students(*): **Approximately 25 per class**
4. Number of teachers(*): **1 ICT Teacher at any time**

5. Claimed IT equipments (*) **Only 2-3 desktop computers pre-exist in the current classroom.**
5.1 Number of Laptops needed(*): **25**
5.2 Number of eBook Reader needed: **0**
5.3 Others needed (Tablet-PCs etc): **0**
5.4 Additional comments: **We are just trying to equip the classroom that is intended for teaching computer skills.**

6. On Site Contact Information / project manager. Please provide at least one way to contact (*):
6.1 Full Name(*): **Louisa Aflakpui**
6.2 Phone(*): **+233.020.891.9919**
6.3 Email(*):**honeycombforever@gmail.com**
6.4 Physical address of Organization (street, city, zip code, country...)(*):**PX44+7GR, Lebanon Zone 4, Ashaiman, Ghana. Latitude: 5.705743, Longitude: -0.0437476**

6.5 GPS coordinates (click the link to find the coordinates: https://www.gps-coordinates.net or https://support.google.com/maps/answer/18539) (*):**5°42'20.7"N 0°02'37.5"W 5.705743, -0.043748**

7. Language
7.1 Local / Preferred language(s)(*): **English/ Twi**
7.2 Additional information about language(s):**Either English or Twi is spoken by staff at Upwind Academy**
8. Project Location - street, city, state/province, country, zip code(*): :**PX44+7GR, Lebanon Zone 4, Ashaiman, Ghana**

9. Access to Internet(*)?
9.1 Access to internet (yes/no) **Yes**
9.2 Wired/cable (yes/no) **Yes**
9.3 Wireless (yes/no) **Yes**

10. Conditions about the room where the laptops will be installed:

10.1 Is the room secure? [yes / no + brief explanation] **Yes, it is on the second floor in a gated compound.**

10.2 Can the room be locked in a way that the supervisors (e.g. teachers) can control access? [yes / no + brief explanation] **Yes, staff controls keys and locks**

10.3. Is the room weather-proof? (e.g. does the room protect the laptops from rain, sand, etc?) [yes / no + brief explanation] **Yes, it is a complete room made of concrete with 4 walls, a floor and a roof.**

11. How did you hear about Labdoo?: **Google search**
--Search Engine (e.g. Google)
--At local Conference,
--At online Conference,
--From other organizations/companies,
--Facebook
--Instagram
--Other (please describe)

12. Picture(s) of the school, students, teacher, etc with this Request Form. Please send as file(s) (*):
The picture will be uploaded to your project site