



WOMEN & INFORMATION TECHNOLOGY (WOMEN in IT)

YEARLY REPORT 2008

Mission Statement

WIT serves as a platform for professional women to share and exchange information, toggle issues of concern, implement strategies and search for opportunities with the purpose of strengthening the capacity of all women through the usage of Information and Communications Technology

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Foreword by WIT's President

Dear WIT members and fellow colleagues,

Welcome to the third year!!!

It was understood from the beginning that WIT is not about doing philanthropy by contributing some money or effort. WIT is about instating change:

- in ourselves on how to become better people by volunteering and using our precious time for helping others
- in others by showing them several tools, options, and possibilities so they are able to improve their lives
- in our workplaces by showing that women are willing and able to reach the top, driving the last inch and breaking the glass ceiling

WIT can only aspire to instate change – a step at a time – through implementing sustainable projects that last for a long time, the time necessary to support changing behavior in people.

During the last 12 months we have not strayed away from the path we drew together three year ago, remaining faithful to our vision and three year planning (see Annex A). Our projects and activities revolved again this year around ICT awareness for youth and basic ICT and leadership training for women. In addition, and for the first year, we have been successful at starting (shyly) new kind of activities; those revolving around our own members:

- Providing them a networking and professional growth environment
- Developing relationships and creating new opportunities

Examples of these types of activities are the Women at Work project where five WIT members participated in an exchange professional visit to the UK. Another example is the ability to sponsor one member to participate in the MENOG conference in Dubai. Another opportunity came – and remained unfulfilled - to sponsor a member to speak at the Internet Governance Forum in Hyderabad India.

We strive to make substantive progress towards realizing the WIT vision. We invite you to join us in this work that we do. I encourage you to join a committee or apply for a leadership position. It's an opportunity to grow, learn, and have some fun along the way!

Happy reading...

2008 In Review

We have had a busy year in 2008:

WIT Activities

1- Gala Dinner

WIT hosted a gala dinner on April 3, 2008 at Hotel Gefinor Rotana Hotel sponsored by ABC, IPT, Atayeb Al Rif and Berytech . Over 100 women and men from friends, supporters and members were in attendance. The event featured updates on WIT achievements and future business followed by entertainment activities.

This fundraising event enabled us to move from Zico House - where we were hosted since 2006 to Berytech..

The Gala Dinner was a success and a rare networking opportunity.

2- Relocation of WIT offices

WIT relocated its offices from Zico House Sanayeh into Berytech Health and Technology, Damascus Road (Mathaf), Beirut on April 15, 2008.

The reason for the move is that Zico House acted as an incubator and now that the WIT staff number has grown to 4, it was time to move to a location that provided WIT with more space, a better professional image, and better logistics and facilities. In addition to uninterrupted power supply, AC, and Internet, Berytech provides a open lounge and meeting rooms that can be booked on a per need basis. WIT shares the office with another NGO - Lebanese League for Women in Business (LLWB). The office in Berytech can accommodate up to 6 employees.

3- Youth Awareness

a. NDU Workshop

WIT organized, in partnership with the Women in Engineering section of the IEEE NDU Student Branch a workshop entitled "Career Paths in Engineering and Technology" on 8 March 2008 on the Women Day

at the NDU Campus. Five women, at different stages of their careers and in different sub-ICT fields, shared their experience with around 120 Engineering students from NDU, AUB, and BAU. The students asked a lot of questions and had many interrogations about their future. The gender issue was also brought up relating to the role of woman in the engineering field. The speakers were Hala Makarem (independent consultant), Tania Mazraani (Berytech), Odille Abou Mrad (Computer Associates), Maysa Yaman (Cedarcom), and Nathalie Awad (New Horizons)..

This event won the “NDU most professionally organized event for 2008”

b. Girls Explore IT

WIT secured the co-sponsoring and funding of UN Volunteers, LAU Byblos Campus, Microsoft, and Cisco. This event consists of gathering 120 school girls from different schools and regions with their parents into one location and subject the girls (and their parents) to various ICT awareness activities such as:

- ***Introducing technology to Girls (5 specialized sessions)***
 - Remote support, technical support
 - Interactive demo on Photoshop, accounting, and data entry
 - Interactive demo on the UN, its mandate and member organizations
 - Interactive dialogue with girls: “what does the internet mean to you”
 - Role models who share their pathway to success.
- ***Introducing technology to Mothers and Parents (2 sessions)***
 - Interactive dialogue: Why should you be interested as a parent that your kid be involved in the ICT?
 - Parental Control through an ISP Provider

The five participating schools were:

- Abassieh Highschool – TYR
- Highschool Jebjannine
- College des apotres – Jounieh
- Jbeil High School
- Halba High School – Halba
- Omar Faroukh High School – Beirut
- Hassan Kamel Al Sabbah High School

Unfortunately, after intensive 3 months preparation, the event was cancelled at the last minute due to the political situation in Lebanon on May 2008 and we were not able to re-program for a later date.

c. ICT Summer Boot Camp

The ICT Summer Boot Camp is the first of its kind in Lebanon that implemented a unique, socially oriented approach to ICT education as well as a multi-disciplinary approach in bringing together youth from the age of 14 to 17 years old. It took place from August 16 – August 24, 2008 at University of Balamand.

The objectives of the camp is to prepare a new generation of leaders to think creatively and utilize ICT for personal development, while at the same time empowering them to harness ICT to overcome societal divides and to increase cooperation within communities.

WIT participated in the “ IT opportunities for youth ” in 2 days sessions to motivate the youth to prepare for ICT careers or at least use ICT in everyday life as those who are not willing or not able to use ICT will be the new illiterates of the modern society.

The interactive sessions were addressed to boys and girls and focused on:

1. Choice of a career in ICT: encourage youth to be able to make their choices of career based on clear and objective information and not to be limited by perceptions of stereotypes that persist to endorse occupational segregation.
2. Importance of ICT: that can be a tool for social action, positive social change, and possible economic empowerment.
3. Internet & Safety: codes of ethics that youth need to keep in mind while sitting in front of a computer at home or at school etc.
4. Browse the Internet: while logging to interesting websites for youth
5. Create your own blog



4- Members Activities

We always try to engage WIT members in our activities and projects and others events

1. **Get together gathering:** it was an afternoon tea on Friday 25th of July 2008 at Paul – Gemayzeh
2. **New Arab Woman Forum (NAWF 2008)**, on October 23-24, 2008 at the Intercontinental Phoenicia Beirut. The forum is organized in cooperation with the Ministry of Culture and Information, the League of Arab States, ESCWA and V-Day Karama. WIT have sent free invitation to all our members to attend this regional forum that brought together a group of speakers and participants from both genders, including women ministers and public officials, business leaders, social scientists, writers and journalists, artists and actresses, heads of NGOs and other social institutions.

WIT PM & Women in IT Director attended the New Arab Woman Forum NAWF conference which was held under the patronage of the the First Lady of Lebanon , Mrs.Wafaa Sleiman,at the Intercontinental Phoenicia Hotel .

<http://www.iktissad.com/events/NAWF/2/concluding>

3. **Corporate Ambassador Program (CAP)** on 6 & 7 Nov. 2008 @ Le Meridien Commodore organized by LLWB. It consisted on Practical Lessons in Strategic Planning from US and Lebanese Perspectives

http://www.llwb.org/events_cap.shtml

4. **Khallas Campaign:** May 19, 2008, WIT members joined the campaign that took place at the airport road to demand for our rights as a citizen to enjoy peace and security. We believe that the greatness of this country is built on its diversity, freedom, creativity, interdependence, and citizenship. Joulia Boukarroum was the one selected by the various NGOs represented to read the Khallas statement on national TVs!

5- Website Update

During the year 2008, WIT info continued with daily update of its bilingual (in Arabic & English) website on the news and developments in the civil society scene.

We moved to a new hosting company HB Pro as part of their “Think Community” projects, NGOs such as WIT are offered hosting for free.

The move caused some inconveniences and disruptions in service. All is under control presently.

WIT in the Press

6- UNDP 101 Stories to tell

Aiming at integrating concrete examples on the importance of the participation of the members of the civil society in matters of public affairs, the United Nations Development Programme organized in partnership with Maharat Association the "101 Stories to Tell" Project aiming to document the remarkable citizens and groups' initiatives (National, Local & Non-governmental Organizations) in addressing specific social or economic or structural issues within a designated local community.

UNDP interviewed the WIT president, project manager, and Director. The contribution of WIT as an initiative done By women to women in Information Technology will be included in the 101 stories book and CD that will be published by the UNDP. The interview will include a successful story.

7- Media Coverage

February 2008-Rawabet magazine-issue96-page 29
Press release about YWCA activities & WIT launching in Jbeil
20/3/2008 – issue 57 – Tripoli Post Magazine (Society) – page 131
30/3/2008 – issue 6 – Asrar Magazine (for Women) – page70
18/4/2008-Live coverage from the fair+ live interview with Nada Hamzeh-Mazzika Radio

<p>18/04/2008 - Sidonia news agenda – http://www.sidonianews.net/News-2008/issues-08/no-162/17.htm</p>
<p>20/4/2008 - WIT launching press release, Lebanese Republic Ministry of Information National News Agency http://www.nna-leb.gov.lb/index.htm</p>
<p>21/04/2008 ___WIT launching press release, Assafir newspaper http://www.assafir.com/Article.aspx?ArticleId=2340&EditionId=919&ChannelId=20816</p>
<p>21/04/2008 WIT launching press release , Arabic news Network http://www.moheet.com/show_news.aspx?nid=115152&pg=27</p>
<p>23/4/2008 WIT launching press release,Altamaddon newspaper-p8</p>
<p>23/4/2008-live interview with Nada Hamzeh-Radio Lebanon</p>
<p>23/4/2008 Interview with Nada Hamzeh about WIT in Lebanon & the launching http://www.future-news.tv/news/arabic/ba0bfd8-ac14-f566-0055-d961321e70eb/b108a03b-ac14-f566-00c5-aa506d9d284b</p>
<p>24/4/2008- WIT launching press release, NOW LEBANON http://www.nowlebanon.com/Arabic/NewsCatArticles.aspx?ID=235</p>
<p>25/4/2008- WIT launching press release, LEBANON FILES http://lebanonfiles.com/news_desc.php?id=38090</p>
<p>27/4/2008: Interview with Madeleine Helou from Women in IT about WIT in Lebanon-Lil maraa kalam program-NBN</p>
<p>May/2008: Media coverage of WIT launching press conference in Tripoli –Al Hasnaa Magazine</p>
<p>7/5/2008,Albayan newspaper-page 19: Media coverage of E-Tech fair & WIT Launching</p>
<p>7/5/2008-ALtamaddon newspaper-page 10: Media coverage of E-Tech fair & WIT Launching</p>
<p>8/5/2008 –Al Adib newspaper- Media coverage of E-Tech fair & WIT Launching</p>
<p>July 2008-Rawabet magazine- issue 100-page30 Press release about WIT program in partnership with YWCA Jbeil</p>
<p>October 19/2008 Tamima TV coverage +interviews with participants in class & the trainer who introduced the WIT program</p>

WIT Projects

8- RespAct, Responsible and Active Arab Citizen

Phase I [July – December 2007] – 21000 USD

Phase II [January – December 2008] 11500 USD

Project Description: This is a CD & WEB Portal designed to be used for raising the awareness of Arab youth about their civic duties and responsibilities in the hopes of interesting them in becoming responsible and active citizens. The materials are youth oriented through FAQ, games, and quizzes. The project is implemented by a consortium of NGOs (Moroccan, Egyptian, and Lebanese)

Project Funding: Provided by UNDP – ICTIDAR. 11500 USD is paid for the implementation of the 2nd phase of the project

Project Status and Activities: Phase I was completed in Dec. 2007: it included research & development of the content for topics in Citizenship and Civil Rights. Activities in Phase II included the production of a Training of Trainers (TOT) Manual and workshop on the topics of RespAct including quizzes, interactive activities, training kit and a user guide. WIT's Madeleine Helou and Joulia BouKarrour prepared the TOT workshops and a Training of Master Trainers will be performed in Egypt in March 2009.

1st Coordination Meeting was held in Rabbat Morocco **from 7 to February 2008**

2nd Coordination Meeting was held in Beirut – Lebanon **from 5 to 6 April**

TOT workshop took place at Sofitel Diwan – Rabat, Morocco **from 31st of May till 8th June 2008**. Eight participants attended his workshop, 3 from Morocco, 3 from Tunisia and 2 from Algeria.

In the five days training, WIT Trainers gave:

- a) 4 Ice breaking games
- b) 3 Games on Citizenship, Diversity and Cultural Diversity, and Housing + Environment + Health
- c) 5 presentations, Citizenship, Diversity, Housing + Environment + Health, Qualifications of a Successful Trainer, Training Principles.

All materials were delivered in August 2008 to ICTIDAR for revision and approval based on the comments from this workshop.

ICTDAR is planning for rolling out RespAct trainings across the Arab Region. WIT will be the delivery entity in Lebanon for future related roll-out projects. The website is currently alive www.resp-act.net

9- WIT Call Center

Project Description: This project consists of setting up a call center with volunteers to receive any kind of calls from women. The center will dispatch the cases received to the appropriate NGO for assistance and follow up through the WIT NGO network (LLWB, LCW, Sabil, Skoun, Injaz, Kafa, MOSA).

Project objectives: To forge a network of relation and collaborative work among the various women NGOs and with the field; forge and maintain strong relationships between the NGOs and their women constituencies; to promote ICT usage; to help gather data and statistics on women need.

Project Funding: 49,760 USD are provided by AMIDEAST/USAID as part of the TAG program

Project Status and Activities: The project was launched in December 2007 and the first six months were spent in defining the functionality of the Call Center and identifying the partner NGOs to take part in it. In addition,

- Development of new functionality of web site completed in March 2008
- Set Up of the Call Center at Telesupport International (TSI) with phone # is 04 – 727 400 since March 08
- Training to Volunteer Call Operators took place on 28th March 2008 at Crown Plaza Hotel – Hamra.. Joulia Bou Karroum and Mrs. Rita Karam Fahed gave the training, and 7 volunteers attended. The training highlighted Call Management Skills, Call Problematic, Professional Ethics, How to Answer a call and Calls and Callers different situations
- Training 2 &3 to Volunteer Call Operators on Technical Skills took place on 29th March 2008 at HBPro – Sanayeh and TSI – Jal El Dib. This training was given by HBPro and TSI team, and 5 volunteers attended this training.
- Training 4: participating NGOs introduced their field of expertise on 2nd April 2008 at Zico House. Participants include Joulia Bou Karroum (WIT), Maha Wakim and Nayla Sabagha (LLWB), Dala (SKOUN) and Ghida Anani (KAFA), 6 volunteers.

In Sept 08, Joulia BouKarroum resigned her job as WIT Call Center Project Manager not having been able to start the Call Center because both volunteers and participating NGOs cannot be relied on to operate the Call Center. Madeleine took over immediately to try to find alternative solution for the operation of the center. Our plan is to launch the center in January 2009 or terminate the project for lack of marketing and demand.

10-MEPI's Women in Technology (WIT) Program in Lebanon

Project Description: Women in IT offers the following training to women:

- IT with Microsoft's Unlimited Potential (UP) curriculum
- Professional Development (team development, Management Skills, Leadership Skills, Professional Presentation, Entering the Job Market)
- Professional Development Networks
- On line networking forum

This curriculum is taught through eligible selected partner organizations centers, where WIT trains the trainer and installs the curriculum and monitors quality.

Project Objectives:

- a. To provide substantial capacity building to Partner Organizations and expand their reach and ability to serve women
- b. To create a strong base of women with vital IT and Professional Development skills, allowing them to gain access to new careers and training opportunities
- c. To empower WIT participants to play an integral in shaping their country's future

Project Funding: This program is funded by the Middle East Partnership Initiative (MEPI) of the US Department of State, managed by the Institute of International Education (IIE) West Coast Center. WIT is receiving an annual fees of 3000 USD as lead partner of this project

Partners: The Lead Partner is Women in Information Technology in Beirut and they are working in collaboration with YWCA Jbeil, www.lebanonywca.org / Deir Kanoun El Nahr, www.aidlebanon.org / The Lebanese IT Association, www.it-lebanon.org / Abadie Scout Club, www.abadie Scout Club.org.

Project Status and Activities: This project started in November 2007. To date there are 4 training center in rural areas. Each of these organizations implements the WIT program with great success, impacting the lives of 150 women who graduated from all these centers during 2008.

Activities related to the program

- Unlimited Potential TOT (February 18 to March 17/2008): 12 trainers from all partners, were trained on Microsoft curriculum, the Unlimited Potential @ New Horizons to be master trainer in delivering this training to women @ their centers
- Professional Development Workshop in Jordan (1-7 March): A master trainer from Women In IT's members: Colette Sfeir was nominated to attend the professional development workshop in Jordan with the program manager & the IT coordinator in addition to Ms.Hanan Abi Chacra who is a founding member in Women in IT. The master trainer

role is to deliver this training to trainers @ the partners' organizations on PD which includes five basic topics : the business world, administrative skills, leadership skills, professional presentation and entering the job market.

Ms.Hanan Abi Chacra gave a presentation to introduce Women in IT & its activities to the participants coming from IIE, American Embassy representatives in Amman, Microsoft representatives & WIT staff coming from countries of the MENA region.

The program manager, Miss. Nada Hamzeh, a presentation explaining the program progress in Lebanon & the steps done so far in addition to our feedback & future plans.

- E-TECH Fair in Tripoli (April 18-19-20) : We participated in the E-TECH Fair in the Chamber of Commerce & industry in Tripoli to promote WIT in the North.
- Press conference to launch the program (April 18/2008): in the presence of the president of the lead partner organization in Lebanon Mrs Salam Yamout,. Manager of the program Mrs Nada Hamzeh & The Microsoft representative Mr.Yves Khalil & Dr Ahmad Shahin, president of IT-Lebanon were also present and spoke to the press.
- Professional Development TOT (21-26 April/2008): The master trainer, Colette Sfeir , trained 14 trainers from all the partners' organizations on The Professional Development training that includes five basic topics : the business world, administrative skills, leadership skills, professional presentation and entering the job market. The women have to be trained on this curriculum in parallel with the UP training.
- Business Plan for Sustainability training in Jordan (28- 30 June 2008): One of each partner organization, in addition to the lead partner operation director & the PM attended the training.
The Business Planning for Sustainability (BPS) training guides Partner Organizations as they set up their WIT Training Centers on a cost recovery basis. The BPS course provides the staff at WIT Partner Organizations with practical, hands-on training on designing and implementing a Business Plan. The training presents a wide range of tools to form the basis for operating the WIT Training Center. With an emphasis on strategic planning for sustainability, partners learn how to reinvest surplus funds into IT training scholarships for women and other program activities that further their unique missions.
- "Social Media for Social Change" @ our centers : The workshop was held @ YWCA- (September 20) , Abadieh (September 28) & Deir Kanoun El Naher (October21) : One-day workshops that covered blogging, search engine optimization and digital fundraising, online collaboration techniques, Facebook activism and community building with social networks. In addition to an overview on the Web 2.0 universe, attendees got basic training in how to set up an RSS feed, a blog, and a social-bookmarking page and implemented what they have learned through a lateral-thinking exercise at the end of the day.

- Global meeting in San Francisco for WIT PMs, IIE management & Mepi representative (14/8-2/8/2008): The meeting focused on sharing experiences among all the WIT countries in addition to learning new skills & meeting IIE staff, Women's NGOs & important IT companies. In addition to Staff & program internal plans & next phase with meetings and trainings focused on program monitoring and evaluation, and workshops focused on strengthening leadership and communication skills. The WIT team undertook a Blogger training at Google's Headquarters in the Silicon Valley to enhance their understanding of the power of blogs. The Program Managers also participated in a panel on 'Empowering Women through Technology in the Middle East and North Africa' at Google, in which they spoke passionately about the situation of women in their countries and their initiatives to empower women using technology as a tool. The group also visited several San Francisco-based women's empowerment organizations involved in microfinance and development programs such as Kiva and the Women's Initiative for Self Employment (WISE). They also met with a representative from Business for Diplomatic Action, who provided advice on achieving success in private sector outreach.
- Professional Development Network (October 2008): WIT Lebanon launched the Professional Development Network in all partner organizations. The professional development network for women provides WIT participants with a venue to share career resources, discuss and mobilize around issues of shared interest, and engage in activities that promote their professional growth and development.
- Visit of Ms Murphy to Lebanon (October 31-November): Ms .Murphy visited Lebanon from October 31 till November 4 to meet with partners, visit the centers & discuss all issues related to the program with Program manager, partners & lead organization. The visit was fruitful & we benefited from all discussions & meetings to the improvement of the program.
- WE (Teach Women English): a project implemented by Hayya Bina, a Local NGO in Lebanon to collaborate in hosting free English courses classes for ladies @ our partners' centers. Hayya Bina will cover the cost of the trainer, the books & the stationary. English courses starts in January 2009 @ our centers.
- Facebook group: 400 members

11-Peace Scholarship Program

Program Description:

The program will provide promising student with one year of undergraduate training in the United States (US) and with leadership training, regional networking and other skills-building opportunities. The peace scholarship for the academic year 2008 – 2009 invited students from the following countries: Egypt, Jordan, Lebanon, Morocco, Oman, Tunisia, West Bank and Gaza and Yemen.

Project Objectives:

- a. To develop skills in young leaders of the future who have the potential to contribute to the social and economic development of the Middle East and North Africa
- b. To promote international understanding and strengthening connections between citizens of the Middle East and North Africa (MENA) and the people of the US .

After completion of the Peace Scholarship in the US, students will participate in an alumni event in the MENA region to further develop leadership competencies and reinforce their learning. It will also enable broader regional networks and may offer small grants opportunities.

Project Funding: Peace Scholarship Program for the Academic Year 2008- 2009 is funded by the Institute for International Education (IIE) and USAID. WIT received a nominal fee of USD 1,500 for being the implementation partner.

Status: “Women in Information Technology” has had the exceptional opportunity acting as the implementing partner for IIE in Lebanon for the academic year 2008 – 2009. WIT participated in the selection process that resulted in sending 5 talented young men and women to the USA for their junior year in college.

The short 5 beneficiaries of the Peace scholarships program are:

- Dina Mahmassani (AUB),
- Darine Obeid (Hariri Canadian University)
- Aya Hassan Ismaeil (Hariri Canadian University defaulted at last minute because received an AllBright Scholarship)
- Richard Alam (Lebanese University),
- Rowaida Abou Zeid (WIT, Palestinian quota)



We are now collaborating for the year 2009 – 2010 with IIE for selecting new candidates from Lebanon.

12-Women at Work

Project Description: An exchange program between professional women in the United Kingdom with professional women from 7 countries in the NENA (Near East and North Africa) region with different professions: Egypt (judiciary), Jordan (Business Entrepreneur), Lebanon (Information Technology), Morocco (Athletics/Sports), Palestine (Architecture), Syria (Pharmaceutics and Scientist) and Tunisia (Film Making).

Project Objectives:

- a. To create new regional networks and relationship in the UK and the region through a common interest in professional areas
- b. to raise awareness and challenge gender stereotyping of the role of women in working environment and societies
- c. to facilitate debates and encouraging women and men to bring about social change
- d. to create opportunities to work with the media as a key mechanism for attitudinal change
- e. to open an on-going dialogue through mutual agenda for personal and professional development

Following the exchange visits, the participants will become role models and ambassadors for the project as they will share their experiences as professional women with young women in seminars and raising awareness activities to consider different occupations and career routes.

Project Funding: Women at Work is in collaboration with the British Council in Lebanon. WIT receives no funding.

Project Status and Activities:

“Women in Information Technology” has had the exceptional opportunity to act in collaboration with the British Council to go forward with the “Women at Work” project. WIT received several applications from high caliber women working in the ICT field. The UK partner invited 6 WIT members to visit the UK for one week to shadow counterparts from 8 till 15 November 2008: Nada Halabi, Nada Khourchid, Soha Saifeddine, Zakie Karam, Carol abi Saad, Corine Feghaly.

Because of the Success of this project, British Council is planning to have WIT be its co-sponsor for a large women conference in Lebanon in May 2009.

Activities during the Women at Work – Institutional Visit for Women in I.T from 08–15 November 2008

The UK NGO that were visited:

1. Equalitec seeks to address gender inequality in the Information Technology, Electronics and Communications (ITEC) industries by providing services and resources to individuals and organisations for more effective implementation of diversity policies.
2. European Centre for Women and Technology (ECWT): is a European non-profit organization registered under Norwegian law. ECWT functions as the European Regional Point of Contact (R-POC), one of the Ten Regional Centers presently being established around the world, which together constitute Global Women and Technology (GWT). The European Centre advocates the establishment of a National Point of Contact (N-POC) in each country functioning as a national platform of multi-stakeholders to ensure women's full participation in ICT and related sectors.
3. UKRC : Launched in September 2004, the UKRC is the Government's lead organisation for the provision of advice, services and policy consultation regarding the under-representation of women in science, engineering and technology (SET).The UKRC is led by a partnership including the University of Cambridge, the University of Oxford, the Open University, Sheffield Hallam University, Queen Mary University of London, with Bradford College as the lead partner. See more details of our governance arrangements. www.ukrc4setwomen.org
The UKRC also contracts work to and builds partnerships with other organizations within the field of gender equality and science, engineering and technology
4. Museum of Science and Industry
5. The WISE Campaign _ Women Into Science, Engineering and Construction: The WISE campaign collaborates with industry and education to encourage UK girls of school age to value and pursue STEM or construction related courses in school or college, and move on into related careers. We do this by first listening to girls, understanding their concerns, and then work creatively with delivery agencies and others, offering models, tools and approaches to support them in challenging traditional approaches. Through its initiatives, the campaign has helped to double the percentage of female engineering graduates from 7% in 1984 to 15% today.
6. Women's Library
7. Department of Computer Science, Queen Mary University of London: The Department of Computer Science at Queen Mary University of London
8. Daphnet: is a mailing list for and about women in science, engineering and technology, including women returning to paid work after a career break.

- Any member can send a message to the list and it is distributed to everyone
- About 400 friendly professional women (and some men), across all ages and stages of their careers
- Based in the UK (our news and events items tend to reflect this) but we have members across the world
- We try to stick to topics that have a particular relevance to women
- We aim to use clear subject headings so that members can quickly home in on topics and items of particular interest
- About 4 to 8 messages a week, 2 of them may be compilations made by Daphnet's manager from various sources
- We occasionally publish requests for assistance – ranging from information needed by students to appeals for people to speak on radio programmes
- Surprising depths of experience shown in the answers to requests. We have a remarkable range of women in interesting posts

<http://www.wes.org.uk/daphnet.html>

Memberships

Total number of members by end of 2007: 31
 Total number of members by end of 2008: 44
 Membership increased in 2008: 38 %

Number of active members by end of 2007: 20
 Number of active members by end of 2008: 34

NO.	Member Name	Member Since	Current Status
1	Salam Yamout	Jul-05	Active
2	Tania Zaroubi	Jul-05	Active
3	Raymonde Wardeh	Jul-05	Active
4	Raghda Jaber	Jul-05	Active
5	Maya Jajeh	Jul-05	Active
6	Hiam Al Khachen	Jul-05	Active
7	Rita Bourgy	Jul-05	Not active
8	Hanan Abi Chakra	Jul-05	Active
9	Paulette Assaf	Jul-05	Active
10	Maha Siblini	Jul-05	Active
11	Sabah Corm	Jul-05	Active
12	Jacqueline Saad	Jul-05	Not active
13	Diana Bou Ghanem	Jul-06	Active
14	Loay Sayah	Jul-06	outside Lebanon
15	Hala Makarem Saab	Jul-06	Active
16	Melissa Stockman	Jul-06	Active
17	Lina Garrana	Jul-06	Active
18	Lama Sawma	Jul-06	outside Lebanon
19	Aya Yamout	Jul-06	Active
20	Bachar Dib	Jul-06	outside Lebanon
21	Samia Bahsoun	Jul-06	Active
22	Katia Boueiri	Jul-06	Active
23	Colette Sfeir	Jul-06	Active
24	Mahasen Ajam	Jul-06	Active

25	Maya Karanouh	Jul-06	Active
26	Leila Serhan	Jul-06	outside Lebanon
27	Ghina Nahfawi	Jul-06	Active
28	Rim Dbaibo	Jan-07	outside Lebanon
29	Hoda Chidiac Siblini	Jan-07	Active
30	Nada Bsar	Jan-07	Active
31	Janan Al Anwar Smither	Jan-07	outside Lebanon
32	Raida Hafez	Jan-07	outside Lebanon
33	Odile Abi Mrad	Jan-08	outside Lebanon
34	Therese Saliba	Jan-08	Active
35	Manal Shihab	Jan-08	Active
36	Soha Siafeddine	Jan-08	Active
37	Corine Feghaly	Jan-08	Active
38	Rana Shaar	Jan-08	Active
39	Sossi Bakalian	Jan-08	Active
40	David Munir Nabti	Jan-08	Active
41	Elsa Dagher	Jan-08	Active
42	Irma Majdalani	Jan-08	Active
43	Omar Alem	Jan-08	Active
44	Rim Kadi	Jan-08	Active

Governance

WIT is governed by two main documents: the Charter and the Governance documents. The charter (nizam assassi) explains “what” WIT is. The Governance document (nizam dakhili) explains “how” WIT works.

The General Assembly held in 2008 accepted to modify the Governance document. It is important that our charter and governance documents remain a true reflection of how we work, for better transparency and accountability. The updated Governance document was approved by the Ministry of Interior on August 2008.

Board Meetings & Decisions

8 board meetings were held during 2008:

Wednesday	9 January
Friday	25 January General Assembly
Wednesday	20 February
Thursday	20 March (Several Meetings were done during this month for the Gala Dinner)
Wednesday	23 April
Wednesday	9 July
Wednesday	13 August
Wednesday	17 September

The board voted the following main decisions. [For more information on how individual board members voted or for a list of all board MOMs, please refer to the members section of the WIT web site]

- Update the governance document (Al Nizam Al-Dakhili)
- Appoint Hiam Khachen to replace Rita Bourji because of her absence of more than a year
- WIT Gala Diner on April 3rd 2008 AT Gefinor Hotel – Beirut Lebanon
- Relocate to Berytech on 15 April 2008 and purchase tables, chairs, laptops, LCD projector and printer for the new office.
- Decide to endorse the Broadband Manifesto
- Decide to work on “Girls Explore IT”. It was postponed due to the political situation in May 2008.
- Decide to participate in the “Tawassol” ICT Boot Camp
- Accept the resignation of Joulia Bou Karroum as Project Manager of Wit Call Center effective 1 October 2008.
- Accept the resignation of Layal Bu Ajram as IT coordinator on Women in Technology Program effective 2 November 2008.
- Design Raghda Jaber to help guide Madeleine through taking over the responsibilities of managing the WIT Call Center project by putting new strategies and vision for WIT call Center and coordinating with AMIDEAST.

WIT FINANCIAL STATEMENTS

2009 Profit & Loss statement

This year WIT has also leveraged all its resources and succeeded in closing its 2008 accounts with a positive income and available budget to close its running projects and run its operations for the year ahead.

Our yearly expenses summed up to **122,391,943 LBP** versus a total of **115,391,535 LBP** in income. The Total Income for the current year is equivalent to **21,006.64 USD** in WIT bank account and **247,000 LBP** in cash. The Net Income after deduction of the committed expenses of the Amideast and Mepi projects is **21,552,772 LBP** equivalent to **14,368.51 USD**. This will allow us to continue on having our operations director on board, in addition to covering our operations costs for the coming year.

EXPENSES	LBP
Bank charges	33,645
Bills	206,250
Rent	8,315,010
Business Entertainment	11,834,750
Travel/Transportation	122,500
Printing/Copying	3,090,000
Professional Development	7,282,430
Miscellaneous	9,135,890
Office Maintenance	158,000
Office Phone	1,723,000
Office Supplies	3,810,163
Office Utilities	5,492,300
Other Business Expenses	929,500
Salaries	36,900,000
Other Split Categories Expenses	878,000
Transfer to Banks	32,480,505
TOTAL EXPENSES	122,391,943

INCOME	LBP
Gala Dinner	15,285,440
Member Annual Fees	374,075
Member Contributions	749,005
Projects Income (Amideast – Mepi – Ictidar)	66,502,510
Transfer From Banks	32,480,505
TOTAL INCOME	115,391,535
INCOME 2008	-7,000,408
Brought forward balance 2007	38,757,755
TOTAL INCOME 2008	31,757,347
Committed	
Amideast project	3,515,070
Mepi project	6,689,505
NET INCOME 2008 (LBP)	21,552,772
NET INCOME 2008 (USD)	14,368.51
In Bank (USD)	21,006.64
In Cash (LBP)	247,000

2009 Forecast Budget

Expenses	Total in US\$
Operating Expenses	
Operations Director	14,400
Rent	7,800
Office Supplies	1,200
Telephone	1,800
Electricity	1,200
Other	1,200
Amideast	
Amideast Project Expenses	4,000
Mepi	
Mepi Project Expenses	4,500
Other Projects & Activities	
Girls Explore IT	1,000
Visits to Schools	1,000
Other Activities	5,000
Total Expenses	43,100
Total Expenses LBP	64,650,000

Revenues	
Reported Income from 2007	14,368
Income from Projects	
New Amideast project	20,000
New Relief International project	15,000
Mepi annual fees	3,000
Memberships	2,310
Gala Dinner, Events, and Other Contributions	15,000
Total Revenues	69,678
Total Revenues LBP	105,004,746

Difference	26,578
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Conclusion

In conclusion, 2008 was a successful year for WIT especially because of the contributions of the (MEPI) Women in Technology Program who graduated in its first year 150 women from all around Lebanon. The board would like to take this opportunity to thank Ms. Nada Hamzeh, Program Manager of the WIT Program for her professionalism, competence, and hard work. The board would also like to thank Ms. Madeleine Helou for delivering quality outputs for both ICTDAR project and WIT, under unsure job description and while still on the job training!

2008 witnessed a roller coaster ride with human resources. Having had only one staff since our inception until the end of last year, we started bravely the year with 4 staff members and ended it with two. While the loss of trained human resources is always a lost to any organization, we are hopeful that a new improved organizational structure and clearer roles and responsibilities will move WIT forward in the years to come.

For the second year in a row, we believe that we still lagging in the areas of memberships and members activities. However, as mentioned in the introduction, we started experimenting with new opportunities for our members (such as Women at Work and participation in conferences) and intend to do more of that next year.

In conclusion, WIT board members encourage all members to volunteer and aspire for leadership positions within the organization. Being on the board of WIT is an exceptional experience to practice leadership skills, and we all thank our members for their trust and support.

END OF REPORT

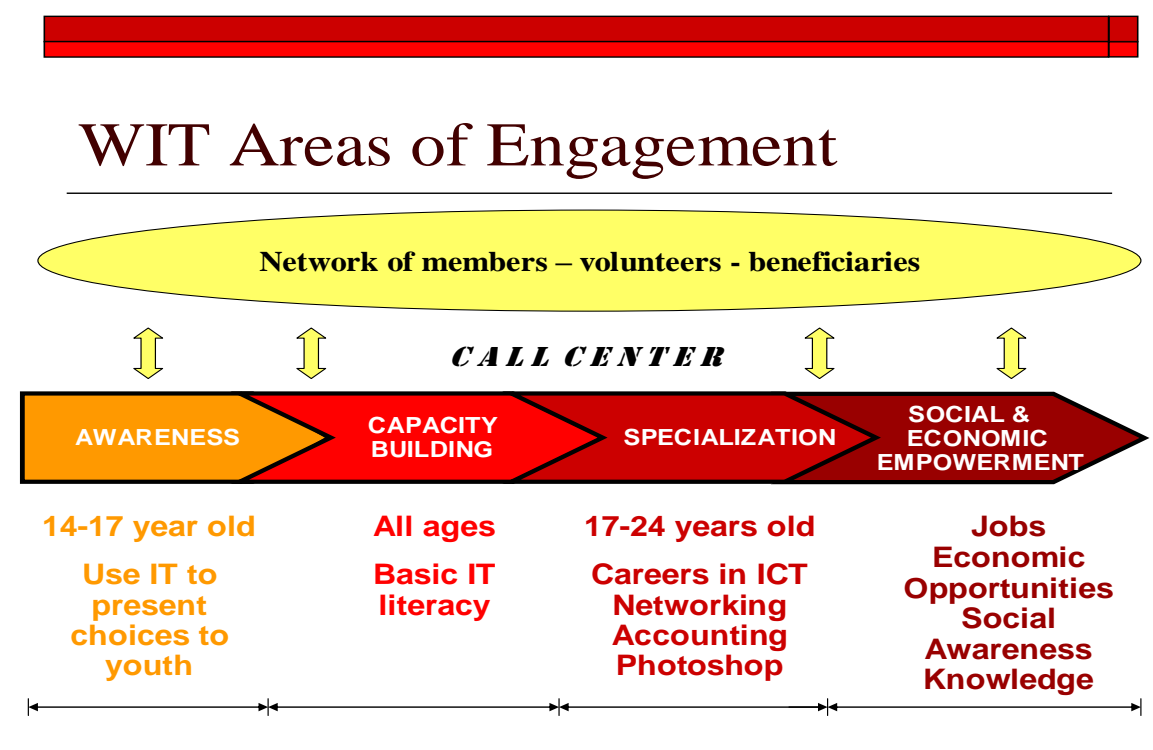
ANNEX A - WIT Profile

Mission and Stated Objectives

Women in Information Technology (WIT) is a Lebanese non-profit association, a platform for professional women to share and exchange information. It was established in 1 July 2005 and launched in 14 June 2006. It is dedicated to inspire more women to be willing and able to use the new technologies as a tool for their empowerment. In particular, WIT aims at:

- ENCOURAGING more young women and girls to choose and prepare for ICT careers
- IMPROVING the LIVES of all women, their families and communities through the usage of ICT

WIT is a non-political non-sectarian organization governed by its constitution that is based on transparency, integrity, and social advancement.



Three year plan (2006-2009) focuses on the Awareness and Capacity Building activities and projects. As WIT builds more capacity it will address in due time all areas uncovered by the chart and more... to be continued.

WIT Executive Board 2006-2009

President:	Salam Yamout
Vice President:	Raymonde Warde
Treasurer:	Paulette Assaf
Secretary:	Maya Jajeh
Officers:	Tania Zaroubi
	Hanan Abi Chakra
	Hiam Khachen
	Maha Sibli

WIT Staff 2008

MEPI Project Manager	Nada Hamzeh
MEPI ICT Coordinator	Layal Abou Ajram (until 2 Nov. 08)
AMIDEAST Project Manager	Jouliia Bou Karroum (Until 1 Oct. 08)
Operations Director	Madeleine El-Helou