

**General Directorate of Planning,
Development and Quality Assurance
Directorate of Quality Assurance
Quality Culture Unit**



جامعة دار العلوم
Dar Al Uloom University
لعلوم تواكب العصر



**Orientation Program for
New Teaching Staff
2019 – 2020**

Contents

Introduction	3
Workshops conducted during the “Orientation program.”	4
Number of attendees in the orientation program	5
Satisfaction new teaching staff with the Orientation program offered to them.	7

Introduction

To achieve a stimulating work environment at DAU, and to provide integrated services to develop the skills of all teaching staff, “Orientation program for new teaching staff” has been conducted. This program aimed to introduce new teaching staff to all DAU systems. The program included several workshops to enhance the knowledge of new teaching staff of all duties at the beginning of his/her work journey at DAU.

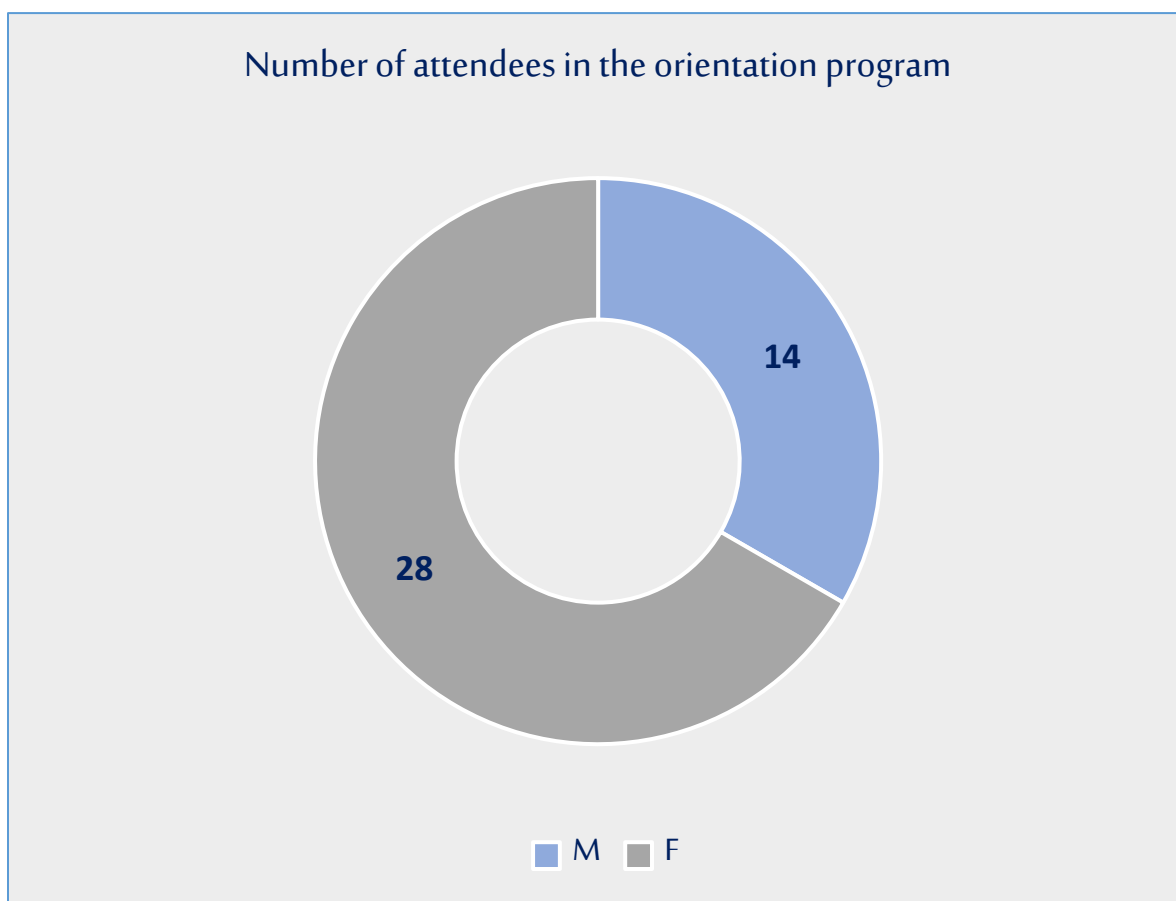
This report includes the workshops that were conducted during the “Orientation program” held by the Quality Culture Unit which belongs to the Directorate of Quality Assurance at the beginning of 2019 – 2020.

Workshops conducted during the "Orientation program."

Sr	Workshop name	Presenter	Date	Time	Location
1.	Awareness workshop for vision, mission, and strategic objectives of DAU - Internal quality system at DAU	Dr. Mohammed Samir	م 2019-9-8	12:30 - 2	Room BB28
2.	SIS	Mr. Osama Abu Al-Asal	م 2019-9-9	12:30 - 2	Room BB28
3.	LMS	Mr. Osama Abu Al-Asal	2019-9-10 م	12:30 - 2	Room BB28
4.	Academic Advising	Dr. Maha Kullab Dr. Shadia Sheikh	2019-9-11 م	12:30 - 2	Room BB28
5.	Rights and Responsibilities of Employees	Noha Al-Duwaihi	2019-9-12 م	12:30 - 2	Room BB28

Number of attendees in the orientation program

Num of workshops	5
Num of attendees - M	14
Num of attendees - F	28
Total attendees	42



Number of attendees in the orientation program – Details

Sr	Workshop name	Date	Attendees' numbers		
			M	F	T
1.	Awareness workshop for vision, mission, and strategic objectives of DAU - Internal quality system at DAU	م 2019-9-8	2	4	6
2.	SIS	م 2019-9-9	3	8	11
3.	LMS	م 2019-9-10	3	4	7
4.	Academic Advising	م 2019-9-11	3	5	8
5.	Rights and Responsibilities of Employees	م 2019-9-12	3	7	10
Total			14	28	42

Satisfaction new teaching staff with the Orientation program offered to them.

Sr	Item	Result	
		Rate	%
1	Orientation program helped me understand the mission and the vision at of the university and its strategic objectives	4.5	90%
2	Orientation program helped me identify the electronic systems at DAU	4.2	84%
3	Orientation program helped me identify Electronic Learning Resources at DAU	4.3	86%
4	Orientation program helped me to adapt to the practical and psychological at university.	4.4	88%
5	Orientation program helped me connect with faculty members from other departments and work with them friendly	4.3	86%
6	Orientation program helped me increase my teaching and learning skills as well as manage the learning process	4.4	88%
7	Orientation program helped me identify the quality management system at DAU and increase awareness about quality culture	4.4	88%
8	Orientation program helped me prepare the course file according to the requirements of NCAAA	4.1	82%
9	Orientation program helped me identify Academic Advising system at DAU	4.5	90%
10	Orientation program helped me develop effective teaching skills at DAU	4.2	84%
11	Orientation program helped me write and measure learning outcomes according to the requirements of NCAAA	4.3	86%
12	In general, I am satisfied about the program and to meet my functional needs when I start my university work	4.2	84%
Overall satisfaction		4.3	86%