

**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
2024 – 2025**

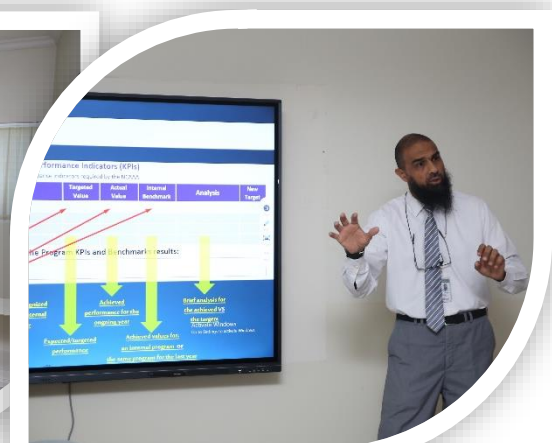
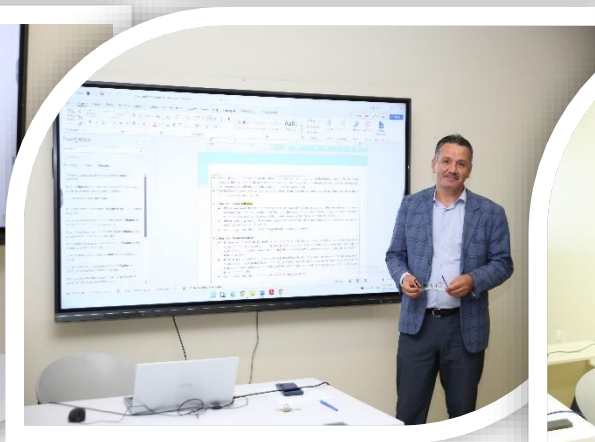
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Introduction

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 2024 – 2025.



Workshops conducted during the “Orientation program.”

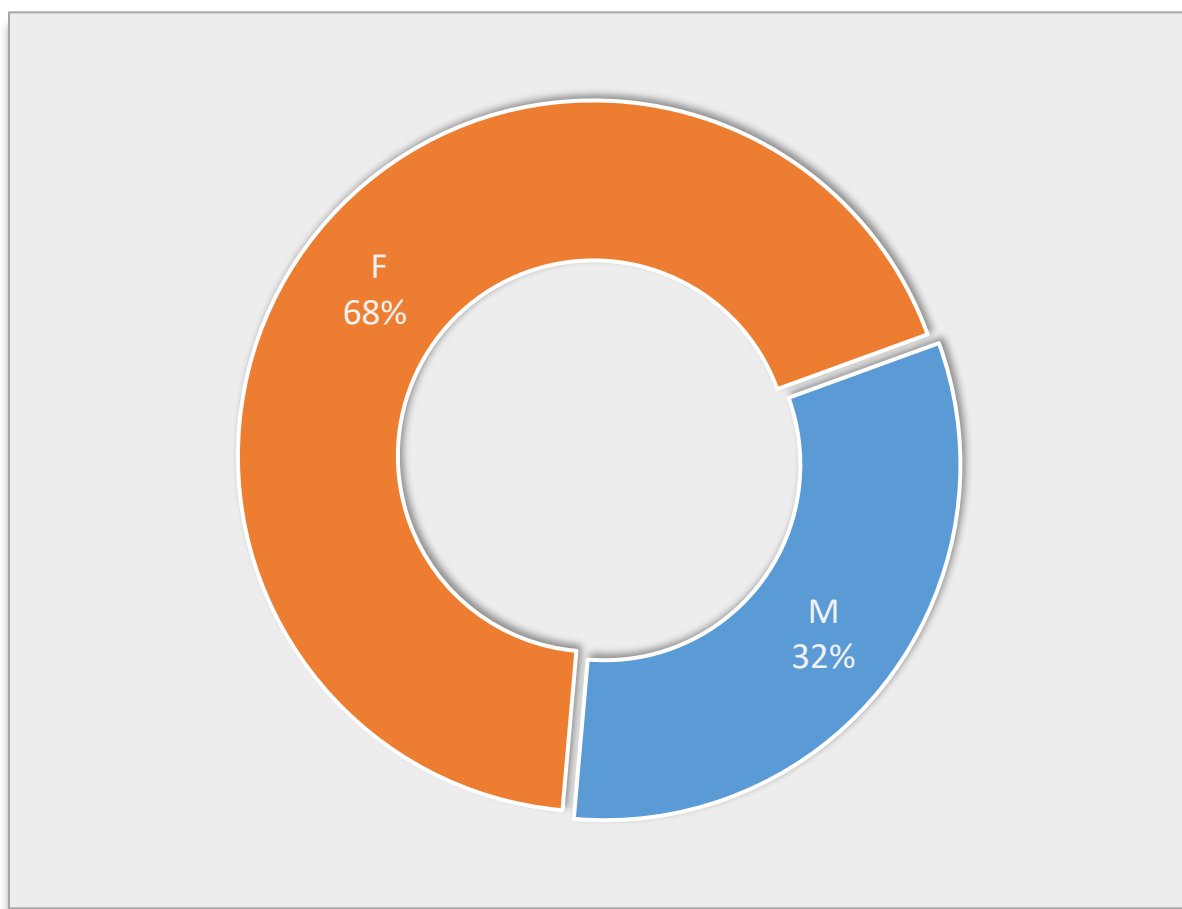
Workshop name	Presenter	Date	Time	Location
Awareness for vision, mission, and strategic objectives of DAU - in Arabic and English	Dr. Mohammed Samir	18-08-2024	10 - 12	Room A240 2nd floor
Electronic System - LMS System - in Arabic and English	Mr. Osama Abu Alasal	19-08-2024	10- 12	Room A240 2nd floor
Activating the Electronic System for Academic Advising - in Arabic	Dr. Hossam Alsamti	20-08-2024	10 - 12	Room A240 2nd floor
Activating the Electronic System for Academic Advising - in English	Dr. Hossam Alsamti	20-08-2024	12:30 - 02:30	Room A240 2nd floor
Course Specification - in Arabic	Dr. Taoufik Radouche	21-08-2024	10 - 12	Room A240 2nd floor
Course Specification - in English	Dr. Taoufik Radouche	25-08-2024	10:30 - 12:30	Room A240 2nd floor
Teaching and learning strategies - in Arabic and English	Dr. Mohammed Samir	26-08-2024	12:30 - 02:30	Room A240 2nd floor
ILOs Assessment - in English	Dr. Taoufik Radouche	28-08-2024	12:30 - 02:30	Room A240 2nd floor
Course Report and Course File - in Arabic	Dr. Mohamed Abdelkader	29-08-2024	10 - 12	Room A240 2nd floor
Course Report and Course File - in English	Dr. Mohamed Abdelkader	29-08-2024	12:30 - 02:30	Room A240 2nd floor
Electronic Exams - Copy Leaks - in Arabic and English	Mr. Osama Abu Alasal	1/9/2024	11 - 01	Room A240 2nd floor
DAU's (Peer Observation Policy) Implementation - in Arabic	Dr. Mohammed Samir	2/9/2024	11 - 01	Room A240 2nd floor
DAU's (Peer Observation Policy) Implementation - in English	Dr. Mohammed Samir	4/9/2024	11 - 01	Room A240 2nd floor

Workshop name	Presenter	Date	Time	Location
ILOs Assessment - in Arabic	Dr. Taoufik Radouche	5/9/2024	10:30 - 12:30	Room A240 2nd floor
DAU's (Moderation of Assessment Policy) Implementation - in Arabic	Dr. Mohammed Samir	9/9/2024	11 - 01	Room A240 2nd floor
Annual Program Report Using Latest Version of NCAAA Templates - in Arabic	Dr. Hossam Alsamti	10/9/2024	10 - 12	Room A240 2nd floor
DAU's (Moderation of Assessment Policy) Implementation - English	Dr. Mohammed Samir Abd	11/9/2024	11 - 01	Room A240 2nd floor
Annual Program Report Using Latest Version of NCAAA Templates - in English	Dr. Hossam Alsamti	12/9/2024	12:30 - 02:30	Room A240 2nd floor



Number of attendees in the orientation program

Num of workshops	18
Num of attendees - M	92
Num of attendees - F	196
Total attendees	288



Number of attendees in the orientation program – Details

Sr	Workshop name	Date	Attendees' numbers		
			M	F	T
1.	Awareness for vision, mission, and strategic objectives of DAU - in Arabic and English	18-08-2024	13	23	36
2.	Electronic System - LMS System - in Arabic and English	19-08-2024	8	25	33
3.	Activating the Electronic System for Academic Advising - in Arabic	20-08-2024	11	22	33
4.	Electronic activation of academic advising - in English	20-08-2024	2	4	6
5.	Course Specification - in Arabic	21-08-2024	6	13	19
6.	Course Specification - in English	25-08-2024	1	4	5
7.	Teaching and learning strategies - in Arabic and English	26-08-2024	1	14	15
8.	ILOs Assessment - in English	28-08-2024	3	9	12
9.	Course Report and Course File - in Arabic	29-08-2024	3	8	11
10.	Course Report and Course File - in English	29-08-2024	3	9	12
11.	Electronic Exams - Copy Leaks - in Arabic and English	1/9/2024	10	14	24
12.	DAU's (Peer Observation Policy) Implementation - in Arabic	2/9/2024	3	13	16
13.	DAU's (Peer Observation Policy) Implementation - in English	4/9/2024	3	5	8
14.	ILOs Assessment - in Arabic	5/9/2024	4	6	10
15.	DAU's (Moderation of Assessment Policy) Implementation - in Arabic	9/9/2024	3	11	14
16.	Annual Program Report Using Latest Version of NCAAA Templates - in Arabic	10/9/2024	1	3	4
17.	DAU's (Moderation of Assessment Policy) Implementation - English	11/9/2024	15	9	24
18.	Annual Program Report Using Latest Version of NCAAA Templates - in English	12/9/2024	2	4	6
Total			92	196	288

Satisfaction of 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	4.6	90%
2	Orientation program helped me identify the electronic systems at DAU	4.5	90%
3	Orientation program helped me identify Electronic Learning Resources at DAU	4.6	90%
4	Orientation program helped me to adapt to the practical and psychological at university.	4.5	88%
5	Orientation program helped me connect with faculty members from other departments and work with them friendly	4.5	88%
6	Orientation program helped me increase my teaching and learning skills as well as manage the learning process	4.4	90%
7	Orientation program helped me identify the quality management system at DAU and increase awareness about quality culture	4.8	94%
8	Orientation program helped me prepare the course file according to the requirements of NCAAA	4.7	96%
9	Orientation program helped me identify Academic Advising system at DAU	4.5	92%
10	Orientation program helped me develop effective teaching skills at DAU	4.5	90%
11	Orientation program helped me write and measure learning outcomes according to the requirements of NCAAA	4.7	92%
12	In general, I am satisfied about the program and to meet my functional needs when I start my university work	4.7	94%
Overall satisfaction		4.6	92%