

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

Directorate of Quality Assurance

Quality Culture Unit

Professional Development Program Plan

For Teaching Staff

Academic year 2020 - 2021



جامعة دار العلوم
Dar Al Uloom University
لعلوم تواكب العصر



Develop academic and educational skills

Quality and academic accreditation requirements

Develop research skills

Training plan for the academic Year 2020 – 2021

Sr	Workshop name	Target group	Implementation responsibility	Implementation period	Workshop evaluation indicators	Required Resources
1.	Criteria for designing achievement exams	Academic	Quality Culture Unit which belongs to Directorate of Quality Assurance	Throughout the academic year 20 – 21	Workshop evaluation from attendees' and satisfaction rate must not be less than 3.8 out of 5 in the evaluation form.	1. Training Room including projector, screens. 2. Some stationery like pens and notepads. 3. internet connection if needed. 4. Evaluation and attendees' forms
2.	Needs of faculty member from SIS	Academic	Quality Culture Unit which belongs to Directorate of Quality Assurance	Throughout the academic year 20 – 21	Workshop evaluation from attendees' and satisfaction rate must not be less than 3.8 out of 5 in the evaluation form.	1. Training Room including projector, screens. 2. Some stationery like pens and notepads. 3. internet connection if needed. 4. Evaluation and attendees' forms
3.	Needs of faculty member from LMS	Academic	Quality Culture Unit which belongs to Directorate of Quality Assurance	Throughout the academic year 20 – 21	Workshop evaluation from attendees' and satisfaction rate must not be less than 3.8 out of 5 in the evaluation form.	1. Training Room including projector, screens. 2. Some stationery like pens and notepads. 3. internet connection if needed. 4. Evaluation and attendees' forms
4.	Administrators' needs for the SIS system	Administrative	Quality Culture Unit which belongs to Directorate of Quality Assurance	Throughout the academic year 20 – 21	Workshop evaluation from attendees' and satisfaction rate must not be less than 3.8 out of 5 in the evaluation form.	1. Training Room including projector, screens. 2. Some stationery like pens and notepads. 3. internet connection if needed. 4. Evaluation and attendees' forms
5.	The relationship between teaching methods and strategies	Academic	Quality Culture Unit which belongs to Directorate of Quality Assurance	Throughout the academic year 20 – 21	Workshop evaluation from attendees' and satisfaction rate must not be less than 3.8 out of 5 in the evaluation form.	1. Training Room including projector, screens. 2. Some stationery like pens and notepads. 3. internet connection if needed. 4. Evaluation and attendees' forms
6.	Scheduling and registration (In English)	Administrative Academic	Quality Culture Unit which belongs to Directorate of Quality Assurance	Throughout the academic year 20 – 21	Workshop evaluation from attendees' and satisfaction rate must not be less than 3.8 out of 5 in the evaluation form.	1. Training Room including projector, screens. 2. Some stationery like pens and notepads. 3. internet connection if needed. 4. Evaluation and attendees' forms

Sr	Workshop name	Target group	Implementation responsibility	Implementation period	Workshop evaluation indicators	Required Resources
7.	Course File	Academic	Quality Culture Unit which belongs to Directorate of Quality Assurance	Throughout the academic year 20 – 21	Workshop evaluation from attendees' and satisfaction rate must not be less than 3.8 out of 5 in the evaluation form.	1. Training Room including projector, screens. 2. Some stationery like pens and notepads. 3. internet connection if needed. 4. Evaluation and attendees' forms
8.	Teaching and learning strategies	Academic	Quality Culture Unit which belongs to Directorate of Quality Assurance	Throughout the academic year 20 – 21	Workshop evaluation from attendees' and satisfaction rate must not be less than 3.8 out of 5 in the evaluation form.	1. Training Room including projector, screens. 2. Some stationery like pens and notepads. 3. internet connection if needed. 4. Evaluation and attendees' forms
9.	Activating the Electronic System for Academic Advising	Academic	Quality Culture Unit which belongs to Directorate of Quality Assurance	Throughout the academic year 20 – 21	Workshop evaluation from attendees' and satisfaction rate must not be less than 3.8 out of 5 in the evaluation form.	1. Training Room including projector, screens. 2. Some stationery like pens and notepads. 3. internet connection if needed. 4. Evaluation and attendees' forms
10.	LMS System	Academic	Quality Culture Unit which belongs to Directorate of Quality Assurance	Throughout the academic year 20 – 21	Workshop evaluation from attendees' and satisfaction rate must not be less than 3.8 out of 5 in the evaluation form.	1. Training Room including projector, screens. 2. Some stationery like pens and notepads. 3. internet connection if needed. 4. Evaluation and attendees' forms
11.	Active learning strategies	Academic	Quality Culture Unit which belongs to Directorate of Quality Assurance	Throughout the academic year 20 – 21	Workshop evaluation from attendees' and satisfaction rate must not be less than 3.8 out of 5 in the evaluation form.	1. Training Room including projector, screens. 2. Some stationery like pens and notepads. 3. internet connection if needed. 4. Evaluation and attendees' forms
12.	Activating the role of the student in the educational process (Flipped Learning).	Academic	Quality Culture Unit which belongs to Directorate of Quality Assurance	Throughout the academic year 20 – 21	Workshop evaluation from attendees' and satisfaction rate must not be less than 3.8 out of 5 in the evaluation form.	1. Training Room including projector, screens. 2. Some stationery like pens and notepads. 3. internet connection if needed. 4. Evaluation and attendees' forms

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13.	Electronic exams	Academic	Quality Culture Unit which belongs to Directorate of Quality Assurance	Throughout the academic year 20 – 21	Workshop evaluation from attendees' and satisfaction rate must not be less than 3.8 out of 5 in the evaluation form.	1. Training Room including projector, screens. 2. Some stationery like pens and notepads. 3. internet connection if needed. 4. Evaluation and attendees' forms
14.	The pathway from quality to institutional excellence	Administrative Academic	Quality Culture Unit which belongs to Directorate of Quality Assurance	Throughout the academic year 20 – 21	Workshop evaluation from attendees' and satisfaction rate must not be less than 3.8 out of 5 in the evaluation form.	1. Training Room including projector, screens. 2. Some stationery like pens and notepads. 3. internet connection if needed. 4. Evaluation and attendees' forms
15.	Effective teaching methods for effective learning."	Academic	Quality Culture Unit which belongs to Directorate of Quality Assurance	Throughout the academic year 20 – 21	Workshop evaluation from attendees' and satisfaction rate must not be less than 3.8 out of 5 in the evaluation form.	1. Training Room including projector, screens. 2. Some stationery like pens and notepads. 3. internet connection if needed. 4. Evaluation and attendees' forms
16.	Learning Outcomes according to updated forms of NCAAA	Academic	Quality Culture Unit which belongs to Directorate of Quality Assurance	Throughout the academic year 20 – 21	Workshop evaluation from attendees' and satisfaction rate must not be less than 3.8 out of 5 in the evaluation form.	1. Training Room including projector, screens. 2. Some stationery like pens and notepads. 3. internet connection if needed. 4. Evaluation and attendees' forms
17.	Performance indicators and benchmarking	Administrative Academic	Quality Culture Unit which belongs to Directorate of Quality Assurance	Throughout the academic year 20 – 21	Workshop evaluation from attendees' and satisfaction rate must not be less than 3.8 out of 5 in the evaluation form.	1. Training Room including projector, screens. 2. Some stationery like pens and notepads. 3. internet connection if needed. 4. Evaluation and attendees' forms
18.	Effective meeting management	Administrative Academic	Quality Culture Unit which belongs to Directorate of Quality Assurance	Throughout the academic year 20 – 21	Workshop evaluation from attendees' and satisfaction rate must not be less than 3.8 out of 5 in the evaluation form.	1. Training Room including projector, screens. 2. Some stationery like pens and notepads. 3. internet connection if needed. 4. Evaluation and attendees' forms

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19.	Designing electronic surveys and analyzing results	Administrative Academic	Quality Culture Unit which belongs to Directorate of Quality Assurance	Throughout the academic year 20 – 21	Workshop evaluation from attendees' and satisfaction rate must not be less than 3.8 out of 5 in the evaluation form.	1. Training Room including projector, screens. 2. Some stationery like pens and notepads. 3. internet connection if needed. 4. Evaluation and attendees' forms
20.	Ethics of scientific research	Academic	Quality Culture Unit which belongs to Directorate of Quality Assurance	Throughout the academic year 20 – 21	Workshop evaluation from attendees' and satisfaction rate must not be less than 3.8 out of 5 in the evaluation form.	1. Training Room including projector, screens. 2. Some stationery like pens and notepads. 3. internet connection if needed. 4. Evaluation and attendees' forms