**Day 1**

**All Staff**

📍 LRC, Theatre, I0-01

📅 Monday, 8 January 2024

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**10:15 AM - 10:20 AM**

**SU Introductory Video**

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**10:20 AM - 11:00 AM**

**Vice Chancellor Speech**

Dr Hamdan Sulaiman Al Fazari

**Вice Chancellor**

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**11:00 AM - 12:00 PM**

**Importance of Mental Health at Workplace**

HH Al Sayyida Dr. Basma Al Said

**Expert in Mental Health**

Founder of Whispers of Serenity Clinic

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**12:00 PM - 12:30 PM**

**University Preparation for Institutional Reaccreditation**

Dr Ali Al Hassnawi

**Director of QA, Planning & Accreditation**
Day 2

09:00 AM - 11:00 AM
Constructive Alignment in OBE
Prof. Wan Hamidon
Dean of Faculty of Engineering

11:00 AM - 12:00 PM
Teach an Online Course
Dr Furqan Alam
Faculty of Computing & IT

12:00 PM - 01:00 PM
Designing High Flex Course
Dr Adil Hassan
Faculty of Business
<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>09:00 AM - 10:00 AM</td>
<td>Time Management and Prioritization</td>
<td>Rustaq Building, Lab F2-20</td>
</tr>
<tr>
<td>10:00 AM - 11:00 AM</td>
<td>HSE Induction and Fire Fighting Awareness program</td>
<td>Lab F2-24</td>
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<tr>
<td>11:00 AM - 12:00 PM</td>
<td>Storage Tools</td>
<td>Lab F2-24</td>
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<tr>
<td>09:00 AM - 12:00 PM</td>
<td>Computer Skills Basic Level</td>
<td>Rustaq Building, Lab F2-20</td>
</tr>
<tr>
<td>12:30 PM - 04:00 PM</td>
<td>English Literacy Course</td>
<td>Rustaq Building, Lab F2-20</td>
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<tr>
<td>09:00 AM - 10:00 AM</td>
<td>Cloud Storage and Avoiding Risk of Document Loss</td>
<td>Hostel Room</td>
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# Day3

**Academic Staff**

**LRC, Theatre, I0-02**

**Wednesday, 10 January 2024**

<table>
<thead>
<tr>
<th>Time</th>
<th>Event Description</th>
<th>Speaker</th>
<th>Faculty</th>
</tr>
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<tbody>
<tr>
<td>09:00 AM - 10:00 AM</td>
<td>Faculty Publications &amp; Writing for Marketing Purposes (Arabic)</td>
<td>Prof. Hussein Kadhem</td>
<td>Faculty of Engineering</td>
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<tr>
<td>10:00 AM - 11:00 AM</td>
<td>Faculty Publications &amp; Writing for Marketing Purposes (English)</td>
<td>Prof. Rakesh Belwal</td>
<td>Faculty of Business</td>
</tr>
<tr>
<td>11:00 AM - 12:00 PM</td>
<td>Use of Cloud (Web) Services (Web)</td>
<td>Dr Hasan Ali Khattak</td>
<td>Faculty of Computing and IT</td>
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</tbody>
</table>
### Day 3

**Admin Staff**  
LRC, Theatre, I0-03  
**Wednesday, 10 January 2024**

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
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</thead>
</table>
| 09:00 AM - 10:00 AM | Admin Staff Job Description Awareness  
Ms. Iman Al Marzouqi  
Human Resources Department |
| 10:00 AM - 11:00 AM | Effective Communication Skills  
Ms. Maryam Al Hinai  
General Foundation Program |
Day 4

New Academic Staff Induction (Full-Time & Part-Time)
LRC, 3rd Floor, Training Centre
To be Confirmed

09:00 AM - 09:15 AM
Opening Remarks by the Vice Chancellor

Dr Hamdan Sulaiman Al Fazari
Vice Chancellor

09:15 AM - 10:30 AM
Academic Affairs

Prof. Hamza Idris
Deputy Vice Chancellor for Academic Affairs

10:30 AM - 11:00 AM
Research Matters

Prof. Ghassan Al-Kindi
Pro Vice Chancellor for Research and Innovation

11:00 AM - 11:15 AM
HSE induction

ITS Team

11:15 AM - 11:30 AM
HR Related Policies & Procedures

Human Resources Department Team
<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
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</thead>
<tbody>
<tr>
<td>11:30 AM - 12:30 PM</td>
<td><strong>Academic Policies Awareness</strong></td>
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<td></td>
<td><strong>To be Confirmed</strong></td>
</tr>
<tr>
<td>12:30 PM - 01:00 PM</td>
<td><strong>OBE System</strong></td>
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<td><strong>Ms. Amna Al-Jabri QA, Planning &amp; Accreditation</strong></td>
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<tr>
<td>01:00 PM - 01:30 PM</td>
<td><strong>Academic Advising</strong></td>
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<td><strong>Center for Educational Development</strong></td>
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<td>02:00 PM - 03:00 PM</td>
<td><strong>SU Electronic Systems</strong></td>
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<td></td>
<td><strong>ITS Team</strong></td>
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<tr>
<td>03:00 PM - 04:00 PM</td>
<td><strong>SU Campus Tour</strong></td>
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<td><strong>F2-24</strong></td>
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