



Proposed Timetable for Level 3: EDC Workshops Fall 2023-2024 from 26/11 - 14/12/2023

Date	Time	Topic	Instructor	Target Group
Sunday 26/11/2023	9.00 am – 1.00 pm	Successful Publication Strategies استراتيجيات النشر الناجحة	Assoc. Prof. Amany Salama	Staff members & Teaching assistants
Monday 27/11/2023	9.00 am – 1.00 pm	Time Management إدارة الوقت	Dr. Maha Abou Bakr	Staff members & Teaching assistants
Tuesday 28/11/2023	9.30 am – 2.30 pm	Microsoft Excel – Advanced Level مايكروسوفت اكسل – المستوى المتقدم	Trainer: Maher Habashy	Staff members & Teaching assistants (15 participants only)
Tuesday 5/12/2023	9.30 am – 2.30 pm	Microsoft PowerPoint – Advanced Level مايكروسوفت باوربوينت – المستوى المتقدم	Trainer: Mohamed Taha	Staff members & Teaching assistants (15 participants only)
Wednesday 6/12/2023	9.00 am – 12.30 pm	Interactive Non-Traditional Teaching Tools طرق التعليم و التعلم غير التقليدية	Assoc. Prof. Sherihan Salah El Din	Staff members & Teaching assistants
Sunday 10/12/2023	9.30 am – 1.30 pm	Stress Management Tools for Creative Achievements أدوات إدارة الضغوط لتحقيق الإنجازات الإبداعية	Assoc. Prof. Wessam El Refaei	Staff members & Teaching assistants
Monday 11/12/2023	9.00 am – 1.00 pm	Time Management إدارة الوقت	Dr. Maha Abou Bakr	Staff members & Teaching assistants
Tuesday 12/12/2023	9.30 am – 2.30 pm	Microsoft PowerPoint – Advanced Level مايكروسوفت باوربوينت – المستوى المتقدم	Trainer: Yasser Abdel Aziz	Staff members & Teaching assistants (15 participants only)
Wednesday 13/12/2023	9.00 am – 1.00 pm	Creating Interactive Digital Course Content انشاء محتوى رقمي تفاعلي في المقرر	Dr. Sally Salah	Staff members & Teaching assistants

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