

NCAAA Staff Orientation Workshop 1 2021-22

TU

جامعة الطائف
TAIF UNIVERSITY



MARCH 21-23

Faculty Of Dentistry

Organized by: Program Quality Assurance
Committee, CDAAC & Staff Development Committee



Orientation Workshop - 1 for Faculty Members by SSR Standard Incharges

Standards	Dates and Timeline	Standard Incharges
Standard 1,2	21.03.2022 22.03.2022 23.03.2022 Timings : 9 – 10 am every mentioned day Monday To Wednesday	Standard 1 Team Dr Roshan Dr Prashant Dr Elsyed (Arabic Coordinator) Standard 2 Team Dr Sakeena Dr Tariq (Arabic Coordinator) Dr Roshan
Standard 3,4	21.03.2022 22.03.2022 23.03.2022 Timings : 10 – 11 am every mentioned day Monday To Wednesday	Standard 3 Team Dr Pooja Dr Tanveer Dr Syed Dr Azzah (Arabic Coordinator) Standard 4 Team Dr Raghu Dr Shakeel Dr Hesham (Arabic Coordinator)
Standard 5,6	21.03.2022 22.03.2022 23.03.2022 Timings : 11 – 12 pm every mentioned day Monday To Wednesday	Standard 5 Team Dr Ayush Dr Amit Dr Abdul Rehman (Arabic Coordinator) Standard 6 Team Dr Ravi Dr Syed Dr Ismail (Arabic Coordinator)

Note: It is mandatory for each staff to choose one slot in advance and inform to coordinators mentioned below who will inform the program coordinator as well as Vice Dean and Dean. We will make a timetable in advance with name of staff mentioned. You can choose only one day out of three as per your free slot. If you want to repeat twice, it is allowed to do so but keep us informed.

Attendance will be recorded by the Program Quality unit.

1. The standard Incharges team will provide a hard and soft copy of summary and conduct orientations in power point mode. Power point presentations will be shared to staff on faculty of dentistry website and mail.
2. Standard Incharges who are presenting (only Presentors) to make necessary arrangements with their Head of the departments to keep themselves free for these presentations on the dates mentioned between 9-12 pm.
3. It is mandatory for standard incharges as well to attend atleast one complete session on any day choosen in advance.

Department Quality Coordinators For This Task

Sr No.	Department Staff	Coordinator for Orientation Task (To be informed in Advance)
1	Restorative Dental Sciences	Dr Ismail
2	Prosthodontics	Dr Bheema
3	Preventive Dentistry	Dr Raghu
4	Oral & Maxillofacial Surgery & Diagnostic Sciences	Dr AbdulRehman
5	Basic Oral Medicine & Allied Dental Sciences	Dr Amir Khan

Day 1/2/3:..... Date..... (9-12pm)

Sr. No.	Name Of the Faculty	Entry Signature with time	Exit Signature with time	Remarks By Quality Officers
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				
11.				
12.				
13.				
14.				
15.				
16.				
17.				
18.				
19.				