

E-Learning Committee for the Bachelor's Program in Finance and Investment.

Firstly: Committee Members.

| | Name | Position |
|---|-----------------------|----------------------------------|
| 1 | Chairman | Dr. Mona Mohammed Ali Alshaabani |
| 2 | Member and rapporteur | Dr. Zakia Ben Zarrouk |
| 3 | Member | Dr. Moez Dabousi |

Secondly: Committee Tasks.

| | Tasks |
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| 1 | Coordination with the Deanship of Distance Education regarding the training needs in the field .of e-learning |
| 2 | Holding workshops for faculty members in the department on e-learning, its importance and role in the educational process and how to apply it |
| 3 | Provide support to faculty members in the college regarding the learning management system and support systems |
| 4 | Holding training courses for the student to deal with e-learning management systems . |
| 5 | Spreading the culture of e-learning and its programs among faculty members and students in the department. |
| 6 | Follow up the faculty members to download the educational content, teaching plans and course descriptions on the blackboard. |
| 7 | Develop plans related to e-learning in the department and follow up on their implementation. |
| 8 | Carrying out coordination and follow-up tasks for training faculty members in the college on the applications of e-learning |
| 9 | Continuous communication and attendance at periodic meetings. |
| 10 | Receiving suggestions from faculty members. |

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| 11 | Work as a link between the department and the Deanship of Distance Education to solve all the technical malfunctions facing the faculty member. |
| 12 | Participating in setting standards for performing tests on the Pal Board platform in coordination with the Testing Unit at the college and the Deanship of e-learning and information technology to ensure efficient performance and to ensure standardization between college departments. |

