



1 September 2022

MEMORANDUM CIRCULAR NO. 94

Series of 2022

T O: All Newly-Hired and Other Interested Faculty
R E: Workshop for Newly-Hired and Other Interested Faculty

At the university, we believe in the importance of getting everyone onboard, especially in delivering quality instructions to our students. Thus, we have prepared a workshop for newly hired faculty and other interested faculty to equip them for the 1st semester of AY 2022-2023.

The workshop aims to demonstrate the effective use of the OBE Course Syllabus and Table of Specifications, navigation of the VSU E-Learning Environment, and VSUEE Branded Moodle Application. Participants must have a sample Course Syllabus and TOS to be used during the activity.

In connection, the workshop is on **September 8 and 9, 2022 (Thursday and Friday)** from **8:00 AM to 5:00 PM via zoom**. All newly-hired faculty are required to attend.

Attached is the program of activities for your reference and register in advance for the activity using the zoom link below:

<https://vsu-edu-ph.zoom.us/meeting/register/tJcqf-Cvqj4tGNPvNnhRxmWzXR9egcTm1cDx>

Padayon sa Panaghiusa, VSU!

EDGARDO E. TULIN
President

VSU Newly-Hired Faculty Onboarding and Training Workshop on VSUEE



September 8-9, 2022 (Thursday and Friday)

Zoom | VSU Workplace: Academic Staff

"Padayon sa Panaghiusa, VSU!"

Day 1: September 8, 2022 (Thursday)

<u>Time</u>	<u>Topic</u>	<u>Resource Speaker</u>
Master Ceremonies: Ms. Alaina Larrazabal		
8:00 – 8:10 AM	Preliminaries Prayer National Anthem Attendance	ODIE
8:11 – 8:14	Welcome Message	Dr. Beatriz S. Belonias <i>VP for Academic Affairs</i>
8:15 – 8:44	VSU Delivery of Instruction	Dr. Ma. Rachel Kim L. Aure <i>Director, Instruction and Evaluation</i>
8:45 – 9:29	OBE Course Syllabus	Dr. Nancy D. Abunda <i>Head, Instructional Materials Development</i>
9:30 – 9:39	Open Forum	Moderator
9:40 – 9:49	Go for a walk break/ Coffee Break	
9:50 – 10:49	Table of Specifications	Dr. Nancy D. Abunda
10:50 – 10:59	Open Forum	Moderator
11:00 – 11:24	Netiquette How to make an effective PowerPoint Presentation	Dr. Ulderico B. Alviola <i>Head, UIMC</i>
11:25 – 11:49	Video online platform (Zoom/ Googlemeet/ Discord) VSU Website	Mr. Jed Asaph D. Cortes <i>Head, VSU Web Team</i>
11:50 – 11:59	Open Forum	
PM		
12:00 – 12:59	Lunch Break	
1:00 – 1:09	Recap of morning session	Faculty
1:10 – 1:29	Introduction to VSU E-Learning Environment	Dr. Jonah Flor Oraño Prof. Jomari Joseph Barrera Prof. Eugene Val Mangaoang <i>DCST faculty</i>
1:30 – 2:59	VSUEE Training Proper	
3:00 – 5:00	Go for a walk break/ Coffee Break/ Brain Break End of Day 1 / Announcements	

Day 2: September 9, 2022 (Friday)

Master of Ceremonies: **Mr. Christian Bacolod**

8:00 – 8:10 AM	Preliminaries Attendance	ODIE
8:11 – 8:29	Quiz	ODIE
8:30 – 11:29	VSUEE Continuation	DCST faculty
11:30 – 11:59	Game/ Raffle	OHIMD
12:00 – 12:59 PM	Lunch Break	DCST Faculty
1:01 – 2:29	VSUEE BMA	Prof. Jomari Joseph Barrera <i>Head, DCST</i>
2:30 – 2:59	Quiz	ODIE
2:30 – 2:59	Game / Raffle	OHIMD
3:00 – 3:29	Cumulus Teacher's Portal	Mr. Norman O. Villas <i>Computer Programmer</i>
3:30 – 3:59	Open Forum	Moderator
4:00 – 4:19	Closing Message	Dr. Daniel Leslie S. Tan <i>VP for Administration and Finance</i>
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