



TRAINING/WORKSHOP/ORIENTATION PROPOSAL

Title : "VSU Newly-Hired Faculty Onboarding on the Flexible Learning Modality"

Participants : VSU Newly-Hired Faculty

Date and Time : August 19,20, 23, 2021 (Thursday-Friday, Monday) 8:00 AM – 5:00 PM

Venue : Zoom and live via VSU Workplace – Academic Staff

Rationale

VSU Newly-Hired Faculty Onboarding is an annual process of orienting the newly recruited teachers in preparation for the new academic year. It is a good avenue for them to be fully oriented and informed on the university's flexible learning modalities, learning management system (VSUEE), and educational technology tools as they embark in teaching.

In preparation for the Academic Year 2021-2022, another set of newly-hired faculty onboarding is scheduled on August 19,20,23, 2021. The 3-days virtual onboarding provides various topics that are vital in the continued implementation of flexible learning and university policies. The webinar series will present wide experiential learning opportunities and give insights on the revised guidelines of the University's Flexible Learning Modalities.

Objectives

At the end of the webinar series, participants will be able to:

1. Acquire perspective of the University's Approved Policies and Guidelines.
2. Gain insights of the University's revised Guidelines and Policies in the continued implementation of flexible learning modalities.

Methodology/Strategy

The webinar will be delivered live via Zoom and will be telecast live via VSU Workplace – Academic Staff for the synchronous webinar series.

Each synchronous webinar will include a presentation, a question-and-answer session, and a discussion forum. Upon successful participation in the webinar, participants will receive a Certificate of Completion.

The topics to be covered in three days are the following:

1. Academic Integrity
2. Student Conduct
3. What is Flexible Learning
4. OBE Course Syllabus
5. Table of Specifications
6. Test Item Analysis

8. How to Make an Effective PowerPoint Presentations
9. Video Online Platform (Zoom, Discord)
10. VSU Website
11. Open Broadcaster Software
12. Educational Technology Tools
13. Introduction to VSU E-learning Environment

Expected participants:

VSU Newly-Hired Faculty

Resource Persons:

Dr. Beatriz S. Belonias
 Dr. Ma. Rachel Kim L. Aure
 Dr. Nancy D. Abunda
 Prof. Helmar G. Ycong
 Dr. Ulderico B. Alviola
 Mr. Jed Asaph D. Cortes
 Prof. Marlon F. Sacedon
 Prof. Magdalene C. Unajan

Technical Team: ODIE and OHIMD

Resources Needed:

The resources needed in this webinar are the following:

- 1) internet connectivity
- 2) snacks
- 3) lunch
- 4) laptop/computer
- 5) Resource Speakers
- 6) Zoom

Expected Outcome:

Participants are equipped with sufficient knowledge to prepare them in the new Academic Year 2021-2022.

Estimated Budget:

Particulars	Cost in peso (Php)
Snacks (20 pax x 6 (3 days) x P60.00)	P 7,200.00
(5 RPs, 5 Technical team, 10 office staff)	
Lunch (20 pax x 3 (day 1-3) x P150.00)	9,000.00
TOTAL	P16,200.00

Prepared by:


NANCY D. ABUNDA

Head, Instructional Materials Development

Availability of funds:


LOUELLA C. AMPAC

Director of Finance


MA. RACHEL KIM L. AURE

Director, Instruction and Evaluation

Noted:


BEATRIZ S. BELONIAS

VP for Academic Affairs

Approved:


EDGARDO E. TULIN

University President

VSU Newly-Hired Faculty Onboarding on Flexible Learning

August 19, 20, and 23, 2021

Via Zoom and Live stream: VSU Workplace – Academic Staff

Register in advance for this webinar:

https://vsu-edu-ph.zoom.us/join/register/tZUkc-ugpz4pGdQw_OTf7M0e1CXd-v7o0C-p



Day 1: August 19, 2021 (Thursday)

Time

Topic

Resource Speaker

Master Ceremonies: Ms. Gernah May Y. Santianes

8:00 – 8:10 AM

House Rules and Other
Introductory Videos
Attendance

ODIE

8:11 – 8:20

Prayer
National Anthem

ODIE

8:21 – 9:00

Welcome Message
Academic Integrity
Student Conduct

Dr. Beatriz S. Belonias
VP for Academic Affairs

9:01 – 9:40

What is Flexible Learning?

Dr. Ma. Rachel Kim L. Aure
Director, Instruction and Evaluation

9:41 – 10:30

OBE Course Syllabus
Table of Specifications

Dr. Nancy D. Abunda
Head, Instructional Materials Development

10:31 – 10:40

Go for a walk break/ Coffee Break

10:41 – 11:30

Test Item Analysis

Prof. Helmar G. Ycong
DTE, faculty

11:31 – 11:59

Open Forum

12:00 – 12:59 PM

Lunch Break

1:01 – 1:15

Brain Break

1:16 – 2:00

Netiquette
How to make an effective PowerPoint
Presentation

Dr. Ulderico B. Alviola
Head, UIMC

2:01 – 2:40

Video online platform
(Zoom, Discord)
VSU Website

Mr. Jed Asaph D. Cortes
Head, VSU Web team

2:41 – 3:30

Open Broadcaster Software

Prof. Marlon F. Sacedon
DMP, faculty

3:31 – 3:40

Go for a walk break/ Coffee Break

3:41 – 4:15

Educational Technology Tools

Dr. Ma. Rachel Kim L. Aure
Director, Instruction and Evaluation

4:16 – 4:40

Open Forum
Evaluation
VSU Hymn

ODIE

Day 2: August 20, 2021 (Friday)
Day 3: August 23, 2021 (Monday)

Master of Ceremonies: Ms. Annie Famela Rodriguez

8:00 AM	House Rules and Other Introductory Videos Attendance	OIMD
8:00 – 8:20	Recap	
8:21 – 9:59	Introduction to VSU E-Learning Environment	Prof. Magdalene C. Unajan <i>Head, DCST</i>
10:00 – 10:10	Go for a walk break/ Coffee Break	
10:11 – 11:59	VSU Training Proper	
12:00 – 1:00 PM	Lunch Break	
1:01 – 1:15	Brain Break	Dr. Nancy D. Abunda <i>Head, Instructional Materials Development</i>
1:16 – 3:00	Continuation..	Prof. Magdalene C. Unajan <i>Head, DCST</i>
3:01 – 3:10	Go for a walk break/ Coffee Break	
3:11 – 4:30	Continuation...	
4:31 – 4:45	Quiz Evaluation	OIMD
4:46 – 5:00	Closing Message	Dr. Daniel Leslie S. Tan <i>VP for Administration and Finance</i>
	VSU Hymn	