Online Training: Week of April 19- 23, 2020

Dar Al-Hekma University responded to the request of the Ministry of Education to transfer all lectures and learning to virtual platforms for the safety of the students, faculty, and staff. The University activated an emergency plan to implement the transformation in a timely manner with the highest quality possible. Two IT platforms; namely: Blackboard and the Student Information System (SIS) were used. The University management decided to use the Zoom platform as well for the virtual classrooms. This report, showcases all the online training that was given to Faculty and Staff during the week of April 19- 23, 2020.

Training Topic	Presenter	Targeted Audience
How to Activate your Adobe Account	Ohood Al Reefi	Faculty/Staff
How to Activate your Adobe Account	Reem Orfali	Faculty /Staff
Google Drive User Guide	Renad Al Nunu	Faculty/Staff
How to Apply your E-Signature Using Adobe Reader	Reem Orfali	Staff/Faculty
Posted a best practice topic in Blackboard Mobile Application	Abeer AlHottami	
Migrating All Remaining Users, Staff &Faculty, to Adobe Subscription	Ohood AlReefi	