



## Academic Enhancement & Leadership Development Centre (ADeC)

Happy New Year ! May 2018 brings us more success, fulfilling achievements, great health and a content life. ADeC has prepared some new exciting list of trainings for our academics, do checkout our training calendar attached with this email. In the meantime, check out our activities in December 2017 below:

### Microsoft 365 for Education

In the beginning of December, a workshop to introduce educators to Microsoft 365 was scheduled on 5<sup>th</sup> December 2017 by the Microsoft group at Cube, Faculty of Education. During the workshop, educators has been introduced to Microsoft Office 365 Tools and ideas on how to implement Teaching with Technology.



### Persidangan Kebangsaan Ke-4 Pemindahan Ilmu

Professor Dr. Fauza Abdul Ghaffar, Director of ADeC represented the Vice-Chancellor University of Malaya for the opening ceremony of Persidangan Kebangsaan Ke-4 Pemindahan Ilmu at EDC Hotels & Resorts, Universiti Utara Malaysia (UUM), Sintok, Kedah on 11<sup>th</sup> December 2017 . The program has been officiated by YBhg. Prof. Datuk Dr. Raduan Che Rose, Secretary General and Chief Executive Officer (CEO) of the National Council of Professors (MPN).

### Research Methodology and Statistical Help (ReSH)

Research Methodology and Statistical Help (ReSH) is one of services provided by ADeC in order to help UM Community especially UM Academicians and UM Postgraduate Students on statistical and research methodology on various area. Between October to December 2017 , we have consulted around 26 and more clients including UM Staff and UM Postgraduate Student with total of 50 and more hours of consultation. We are expecting around 20 more clients to consult with us regarding their research by the end of December 2017. The decrease from the 3rd quarter is due to preparation for upcoming conference and collaboration between unit under UM with ADeC.



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# 2018 TRAINING CALENDAR

Academic Enhancement and Leadership Development Centre (ADeC)  
UNIVERSITY OF MALAYA

JANUARY	FEBRUARY	MARCH	APRIL
<ul style="list-style-type: none"> <li>16 &amp; 17 SMART-PLS Workshop</li> <li>18 MOOC Basic</li> <li>19 Creating Your Academic &amp; Teaching Portfolio</li> <li>22 Web 2.0 Tools for Learning</li> <li>23 &amp; 24 Emerald (Supervision)</li> <li>25 ODL Introductory</li> </ul>	<ul style="list-style-type: none"> <li>5-9 Emerald (Teaching &amp; Learning)</li> <li>13 Intercultural - Catechology, Industry &amp; Diversity</li> <li>14 &amp; 15 Quantitative Data Analysis (Intermediate)</li> <li>19 SPeCTRUM Clinic</li> <li>20 ODL Workshop</li> <li>21 Utilising Learning Spaces for Interactive Learning</li> <li>22 SPeCTRUM Intermediate</li> <li>27 &amp; 28 Inspire (Teaching &amp; Learning)</li> </ul>	<ul style="list-style-type: none"> <li>1 SPeCTRUM Advanced</li> <li>4 &amp; 7 Inspire (Supervision)</li> <li>12 SPeCTRUM Clinic</li> <li>13 Eminent Leaders in Academia: Lectures 5.0 for R 4.0</li> <li>14 Emerald (Research): PPP "Strategies to Enhance Research Visibility, Impact &amp; Citation"</li> <li>14 SPeCTRUM Intermediate</li> <li>15 Leader (Teaching, Learning &amp; Supervision)</li> <li>20 Wellbeing Elective - Happy GUM</li> <li>26 Scientific Writing: The First Step</li> <li>29 Intercultural Communication Competence: An Introductory Course</li> </ul>	<ul style="list-style-type: none"> <li>4 &amp; 5 UTeR Conference</li> <li>11 MOOC Basic</li> <li>17 &amp; 18 Emerald (Supervision)</li> <li>19 Creating Your Academic and Teaching Portfolio</li> <li>23 SPeCTRUM Clinic</li> <li>24 &amp; 25 Inspire (Research)</li> <li>30 Microsoft 365 for Education</li> </ul>
MAY	JUNE	JULY	AUGUST
<ul style="list-style-type: none"> <li>2 SPeCTRUM Intermediate</li> <li>3 Research Methods: The Theoretical Knowledge</li> <li>7-11 Emerald (Teaching &amp; Learning)</li> <li>9 &amp; 10 Quantitative Data Analysis (Advanced)</li> <li>11 Managing Your Grants</li> <li>14 MOOC Intermediate</li> <li>15 Flip Your Classroom with Flipped Teaching Approach</li> <li>21 SPeCTRUM Clinic</li> <li>22 Managing Stress &amp; Building Resilience</li> <li>25 Ethics in Research</li> </ul>	<ul style="list-style-type: none"> <li>1 Mentoring Your Students</li> <li>5 Sample Size &amp; Sampling Method in Quantitative Research</li> <li>6 Teaching and Supporting Students with Disability</li> <li>12 Protecting Your Intellectual Property</li> <li>25 &amp; 26 How to Write Papers in ISI/Top Journals</li> <li>27 Leader (Teaching &amp; Learning + Supervision)</li> <li>27 &amp; 28 AMOC in Research</li> </ul>	<ul style="list-style-type: none"> <li>3 &amp; 4 SMART-PLS Workshop</li> <li>4 &amp; 5 Inspire (Teaching &amp; Learning)</li> <li>10 Wellbeing Electives - Managing Stress &amp; Building Resilience</li> <li>11 Cultural Encounters: International &amp; Malaysian and Lectures Sharing Session</li> <li>12 SPeCTRUM Intermediate</li> <li>14 SPeCTRUM Clinic</li> <li>17 &amp; 18 Inspire (Supervision)</li> <li>23 Inspire (Leadership)</li> <li>24 Inspire (Wellbeing)</li> <li>31 Eminent Leaders in Academia: Intercultural Embed</li> </ul>	<ul style="list-style-type: none"> <li>1 &amp; 2 Emerald Supervision</li> <li>7 Creating Your Academic and Teaching Portfolio</li> <li>8 &amp; 9 Inspire (Research)</li> <li>14 Leader (Leadership &amp; Wellbeing + Research)</li> <li>15 Emerald (Research): "PPP Strategies to Enhance Research Visibility, Impact and Citation"</li> <li>15 SPeCTRUM Intermediate</li> <li>20 SPeCTRUM Clinic</li> <li>28 - 30 Aspire</li> <li>29 Questionnaire Design and Development</li> </ul>
SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER
<ul style="list-style-type: none"> <li>3 Web 2.0 Tools for Learning</li> <li>4 Validating Your Research Instrument</li> <li>5 Inspire (Leadership)</li> <li>6 Inspire (Wellbeing)</li> <li>12 MOOC Basic</li> <li>13 Reflecting On Your Teaching</li> <li>18 SPeCTRUM Advanced</li> <li>19 Leader (Leadership &amp; Wellbeing + Research)</li> <li>24 SPeCTRUM Clinic</li> <li>25 Create Digital Tools for Teaching &amp; Learning</li> <li>27 Managing Your Blended Learning Course Effectively</li> </ul>	<ul style="list-style-type: none"> <li>2 Intercultural Competence Sallu Hang - Leading Cultural Change</li> <li>3 Sample Size &amp; Sampling Method in Quantitative Research</li> <li>9 Designing Learner-Centred Learning Environment</li> <li>15 SPeCTRUM Clinic</li> <li>17 MOOC Advanced</li> <li>22 - 24 Emerald (Teaching and Learning)</li> <li>23 Validating Your Research Instrument</li> <li>25 Questionnaire Design and Development</li> <li>30 Applying Adult Learning Strategies for Postgraduate Learning</li> </ul>	<ul style="list-style-type: none"> <li>1 Designing Your Research</li> <li>9 Conducting and Writing Systematic Review of Literature</li> <li>12 SPeCTRUM Clinic</li> <li>13 Postgraduate Supervision: Supporting Students</li> <li>22 Create Engaging Learning Experience using 21st Century Technologies</li> <li>23 Preparing &amp; Writing Bibliometric Paper</li> <li>27 Wellbeing Electives - Striving for Work-Life Balance in Academia</li> <li>28 - 30 Aspire</li> </ul>	<ul style="list-style-type: none"> <li>5 MOOC Intermediate</li> <li>11 Microsoft 365 for Education</li> <li>12 Assessment Workshop</li> <li>17 SPeCTRUM Clinic</li> <li>19 &amp; 20 SPSS: Interpretation &amp; Reporting SPSS</li> </ul>

## PUBLIC HOLIDAYS

1 Jan New Year's Day	2 June Nuzul Al-Quran	16 Sept Malaysia Day
31 Jan Thaipusam	15 June Hari Raya Aidilfitri	17 Sept Malaysia Day Holiday
1 Feb Federal Territory Day	16 Aug Hari Raya Aidilfitri Holiday	6 Nov Deepavali
16 Feb Chinese New Year	22 Aug Hari Raya Haji	20 Nov Prophet Muhammad's Birthday
17 Feb Chinese New Year Holiday	31 Aug Merdeka Day	25 Dec Christmas Day
1 May Labour Day	9 Sept Agong's Birthday	
29 May Wesak Day	11 Sept Awal Muharram	

## ACADEMIC CALENDAR for 2018 - General

SEM I	SEM II	ANNUAL BREAK	SPECIAL SEM
1 Jan - 14 Jan Final Exam 15 Jan - 4 Feb Semester Break	5 Feb - 23 March Lecture 24 March - 1 April Midsem Break 2 April - 18 May Lecture 19 May - 27 May Revision Week 28 May - 14 June Final Exam	15 June - 9 September	25 June - 12 Aug Lecture 13 Aug - 19 Aug Final Exam 20 Aug - 9 Sept Semester Break



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