



### Matrix of the Training Activities and the Target Groups among the Academy's Teaching Staff

Skills' Description	Code	Course Title	Teaching Staff				
			Graduate Teaching Assistant**	Assistant Lecturer/ Fourth Lecturer	Lecturer/ Third Lecturer	Associate Professor/ Second Lecturer	Professor/ First Lecturer
<b>I. Teaching and Education Systems</b>	<b>T1</b>	Use of Technology in Teaching (MOODLE)	√	√	√	√	√
	<b>T2</b>	The Credit Hours System	√	√	√	--	--
	<b>T3</b>	Exams and Student Assessment Systems	--	√	√	√	--
	<b>T4</b>	Quality Standards in Education Process	--	√	√	√	--
	<b>T5</b>	Training of Trainers (TOT) (IMO 6.09)*	--	--	√	√	--
<b>II. Scientific Research</b>	<b>R1</b>	Writing & Publishing Scientific Research	√	√	√	√	√
	<b>R2</b>	Managing Research Teams	--	--	√	√	√
	<b>R3</b>	Competing for Research Funds	--	--	√	√	√
	<b>R4</b>	Research Ethics	√	--	√	--	--

\*\* Finishing the "Educational Preparation Course" for the Graduate Teaching Assistants and new lecturers.

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<b>III. Group Communication and Interaction</b>	<b>C1</b>	Communication Skills	√	√	√	√	√
	<b>C2</b>	Effective Presentation Skills	√	√	√	√	--
	<b>C3</b>	Organizing Scientific Conferences	--	√	√	√	√
	<b>C4</b>	University Code of Ethics	√	√	√	√	--
<b>IV. Management and Leadership</b>	<b>L1</b>	Strategic Planning	Academic Leaders: the Academy's vice presidents, the colleges' deans, vice deans, and heads of departments, the deans, heads, and directors of institutes, programs, centers, centers of responsibilities in the Academy, as well as the administrative leaders, departments' directors and their assistants.				
	<b>L2</b>	University Management					
	<b>L3</b>	Human Resources, Financial, Logistics and Legal Aspects in the Academy					
	<b>L4</b>	Effective Meeting & Time Management					