

## **Training Every Week initiative**

The deanship of e-Learning organizes a series of training courses initiative for male faculty members at the university by the name of "training every week". The deanship's training unit supervises the courses. Those courses help in enhancing e-Learning system use skills. The courses aim to provide maximum benefit in using the e-Learning system at the university which reinforces the teaching process. The system contains the following services/panels; course description, course contents, homework and exams, file management, discussion forums, virtual class and announcements.

## Registration process:

- The trainee selects one training course.
- The trainee requires to seek leave for attending the course independently.
- The results shall be published on Sat 25<sup>th</sup> Feb 2013 via the deanship's web site.
- Each training course is intended to be delivered between 4 and 8pm.
- The location will be indicated on the acceptance SMS sent to the trainee.

## Use the following steps to register:

The university web site – E–Learning and Distance Learning Deanship – E–Services gateway – Training Each Week.

Or by visiting the following link: <a href="http://eservices.mu.edu.sa/user/login">http://eservices.mu.edu.sa/user/login</a>

For inquiries, you may contact the training unit on : E-Training@mu.edu.sa