



**FACULTY
DEVELOPMENT
ACADEMY**
Enabling Decisions for Tomorrow



REPORT ON

EXCELLENCE IN ONLINE TEACHING

RECTOR'S MESSAGE

The hiring of quality teachers, helping them to further grow and providing them a good working environment are the hallmark of a of quality academic institution. Faculty Development Academy (FDA), a training wing of CUI is making tireless efforts to contribute in this regards. It is helping faculty to transform themselves to become an intellectual guide, reflective thinker and role model for the students of our university.

The universities are being increasingly recognized an important source of human development of high caliber necessary for the development of any country. However, there is big shift in their mode of conduct due to the COVID-19 pandemic. The faculty members are facing tremendous challenges to improve their reach and effectiveness in teaching learning process. They are eager to find opportunities to learn and use innovative methods and technologies for the purpose. Fortunately, FDA is always there to meet these challenges of paradigm shift. It is constantly redesigning its training programs to fit in to the new situation. While doing so, it keeps in view the protocols that are necessary for us to stay healthy and safe also.

I am pleased to know that FDA has organized an Online Workshop on “Excellence in Online Teaching” for almost 120 faculty members drawn from different campuses of the CUI. To achieve this purpose, FDA engaged best trainers/facilitators/domain experts available in the country to act as mentors. The trainers shared their expertise virtually/ live by putting a spotlight on online teaching pedagogies, involvement in online learning environment, using online improved educational technologies and strategies. I deeply appreciate their endeavor and urge the FDA staff to keep it up.

Profound regards,



PROF. DR. MUHAMMAD T. AFZAL
RECTOR
COMSATS UNIVERSITY ISLAMABAD

INTRODUCTION

Faculty Development Academy arranged a 4-day online workshop on ‘Excellence in Online Teaching’ from May 31 to June 3, 2021. The workshop was organized for the faculty members of all eight campuses of COMSATS University. The purpose of this workshop was to promote understanding of faculty members about online teaching pedagogies, engagement in online learning environment, educational technology and online educational strategies. This training was arranged following the pattern of a similar training, which was held by Higher Education Commission, a month ago. The workshop arranged by HEC had much more monetary cost therefore, FDA arranged the same workshop in a very low budget as compared to HEC.

FDA commenced the workshop from Islamabad and best speakers from twin cities were called to deliver the online sessions. Since all the scenario and circumstances have changed after the occurrence of COVID-19, it was a crucial need of time to arrange such training. The faculty members are facing new challenges and concerns which had to be resolved by organizing such platform where these issues could be discussed and resolved collectively in a better way. FDA provided them a place where around 150 faculty members from all eight campuses participated and came up with new ideas, proposals and suggestions.

There were three sessions of 90 minutes each day. The day started with the recitation of few verses from the holy Quran. There were four speakers in all, each speaker delivered a talk on his specialized area, separately on each day.

MODULES COVERED

1. Developing Instructional Design for E-Learning
2. Writing and Structuring E-Learning Course Material
3. Enhancing Student Engagement in E-Learning
4. Creating E-Learning Assessment

DEVELOPING INSTRUCTIONAL DESIGN FOR E-LEARNING

May 31, 2021

Dr. Abdur Rehman Cheema, a Research Analyst at UNDP, was the first speaker of the training. He delivered a talk on 'Developing Instructional Design for E-Learning'. Dr. Cheema started his session by introducing the topics to be covered during the sessions and asked the participants to write their objectives and expectations from this course.

In the very beginning he asked the participants to fill out a worksheet in which they can identify the obstacles they face during teaching and design some strategies to avoid them. After that the speaker introduced some learning approaches. Cognitive approach which focuses on acquiring knowledge. This approach is effective when learners must retain information. Behaviorist approach that is centered on demonstrating performance of specific skills and Constructive approach which defines learning through experimental activities. All three approaches were discussed in detail along with examples.

Dr. Cheema gave some tools for learners' motivation and shared strategies for creating inclusive and equitable online learning environment. For developing instructional for E-Learning, a teacher must communicate with students and bring them to ease. A course should be designed in a way that it is adaptable, understandable and useful for all. Always keep your student in loop by conducting surveys to make them feel comfortable during the course time. Make sure that the course materials are easily accessible, as its very important for them to access and learn the course material. If all of the students are not able to join online sessions, then there must be video links for them. Since there is no face to face classes, the teacher must arrange some introductory sessions with students at least twice during the session in order to create a better and friendly learning environment. Be a vigilant instructor and collectively set norms for online and offline interactions. All students must be given equal right for class participation. Give them equal opportunities to share their ideas and take regular feedback from the learners about the course material. These were some strategies which elaborated by the speaker for designing better E-Learning. The speaker shared authentic resources and references for the provided material.



Dr Abdur Rehman Cheema has a multidisciplinary education with a doctorate and a postgraduate diploma in development studies from Massey University, New Zealand (2012) and, MBA in human resource management (2004) and masters in economics (2002) from Pakistan. He has been a Chevening Fellow (2018-19) at the University of Oxford.

In 2017, he was a Charles Wallace Research Fellow at the Sustainable Places Research Institute, Cardiff University, UK.

Currently, Dr Abdur Rehman Cheema is Research Analyst at the United Nations Development Programme based at the Federal Sustainable Development Goals Support Unit, Ministry of Planning, Development, Reform and Special Initiatives, Pak Secretariat, Islamabad.

DEVELOPING INSTRUCTIONAL DESIGN FOR E-LEARNING

Dr. Cheema enlightened the participants with Cognitive Load Theory (CLT) and its application in the classroom. CLT emphasizes that this is the single most important thing which the teachers must know now. As teachers, there are huge demands in this time. CLT suggests that if the cognitive load exceeds our processing capacity, we will struggle to complete the activity successfully.

The resource person conducted several polls with the participants. He generated few surveys to take the feedback during his sessions. He had a very elaborate talk on his topic. A best mentor must provide additional content and resources that will help the mentees in their reinforcement. Dr. Cheema entertained all the queries which kept arising during his session. It was a very interactive and thought-provoking session, and our faculty members were benefited from it.

WRITING AND STRUCTURING E-LEARNING COURSE MATERIAL

June 01, 2021

Dr. Ansir A. Rajput, PhD. Entrepreneurship & Marketing, Associate Professor at Capital University of Science & Technology (CUST), was the speaker on second day. His module was named as 'Writing and Structuring E-Learning Course Material'. Dr. Ansir delivered a two-way talk and did justice with his topic. He opened his session by sharing the course objectives and learning outcomes with the participants.

Dr. Ansir discussed how Bloom's Taxonomy is related to the writing and structuring and helps in creating, evaluating, analyzing, applying, understanding and remembering. He talked about professional authenticity with the help of Miller's Prism of Clinical Competence. Essential course contents were shared by him where he discussed the course material, its choices and challenges. Since the era has changed and education has gone online, the challenges faced by the teachers are very different. Teachers may create and recreate course materials considering the user's convenience, access and their experience. Structuring the course material depends on the approach one may take, detailed course, wrap around course, problem-based or case study approach, a teacher has to consider all these approaches while structuring the course material.

The speaker further elaborated that while writing and structuring the course material for students, a good teacher must ponder how to break the material according to students' needs and requirements. The best practice is to organize and prioritize material for pre-class, during the class and post. Dr. Ansir conducted several polls during his sessions to keep his participants involved and active. He ended his session by stating that you cannot fake teaching. It must run in your blood. Dr. Ansir took some questions at the end and satisfied his audience to the fullest. His session was much impactful and motivating.



Dr. Rajput holds a Ph.D. – Entrepreneurship, MBA – Entrepreneurship & Marketing (Babson College, USA: No. 1 in MBA Entrepreneurship) and BSEE, SUNY at Buffalo and has 30 + years of Branding and Communications, Entrepreneurship, Teaching and Training experiences. Dr. Rajput is a serial entrepreneur, founded 8 startups and assisted 100+ ventures. Dr. Rajput has published, 2 books, 15+ research papers and 20+ newspapers and magazines articles

ENHANCING STUDENT ENGAGEMENT IN E-LEARNING

June 02, 2021

Dr. Aneel Salman, In-charge FDA, COMSATS University, PhD Economics, a dynamic academician, freelancer and a passionate trainer, opened his talk on 'Enhancing Student Engagement in E-Learning' by saying that 'COVID19 has caused every educator to adjust'. The patterns of teaching as well learning have changed and one must prepare oneself to adjust, change and take risks. This is the most challenging topic these days because education has become online and teachers must make sure that their learners are not only listening their lessons properly, but also absorbing whatever is being taught. How can a teacher get to know whether the learners out there are understanding, achieving and becoming authentic learners, this was the main theme of the said module.

Dr. Aneel began with the learning procedures from 14th century till today. He elaborated the change in learning patterns over the period. He emphasized that learning must be made interesting so that the student is engaged throughout the session. He quoted the example of Peter Norving, who made learning much interesting that he managed to engage 160,000 students at one time.

The speaker threw light on the issue that what makes students lose interest in online learning. There are complications like adaptation difficulties, technical issues, poor time management, lack of motivation, missing human contact, heavy chunks of information and too much flexibility. These problems cause students to lose engagement and here comes the mentor to develop their interest again and bring them back to the world of learning. Student engagement is the key to student success. Here comes the role of the educator, whether he's ready to adjust with the changing patterns or will remain in the old era. The example of 'Pencil Metaphor' was quoted by the worthy speaker.

Several scholarly articles and live examples were shared in his session and things were discussed in very interesting and interactive way. Numerous definitions were briefed by the speaker on 'Student Engagement'. These definitions concluded that students' engagement is all about their satisfaction, success, development, persistence and academic achievement. A trio between student, teacher and content was notified which has a connection with deeper learning and student engagement.



Aneel Salman hails from zinda dilan-e-Lahore (lively Lahorites). A dynamic academician by day and freelance writer by night, he's a passionate storyteller, reader, traveler, trainer, and eater. He loves connecting people and ideas and helping his students realize their full potential at COMSATS University Islamabad. You can say hello on facebook @Salman.Aneel

ENHANCING STUDENT ENGAGEMENT IN E-LEARNING

Dr. Aneel conducted polls during his sessions and kept his audience active, involved and energetic. Techniques like practical tasks, active involvement with instructor and peers and self-motivation were discussed. Indicators, such as, active participation, enthusiastic discussions, completing and submitting assignments timely, show that the student is engaged thoroughly with the E-Learning. Wooclap, Online Stopwatch, NoHands App, Powerpoint Games, Parlay, Padlat, Mentimeter, Google Jamboard, Flipgrid, Edpuzzle, Kahoot etc were several tools for student engagement. A satisfied student is a happy student and a good achiever.

Dr. Aneel entertained the questions from his participants at the end of his session. His talk was extremely enchanting, captivating and engaged the audience thoroughly. Participants were pleased and felt contented with this elaborated module.

CREATING E-LEARNING ASSESSMENT

June 03, 2021

Dr. Kashif Sohail Malik, a consultant and master trainer at IPD, International Islamic University (IIUI) had an interactive session with his participants on 'Creating E-Learning Assessment'. His session focused on assessment as an integral part of teaching and learning with an emphasis of its effective use through online learning assessments. This module had practical element of designing various assessment items for effective online assessments, complimenting online teaching and learning. As technology has changed our lives over past 15 years, we ought to change ourselves and accordingly. He started his talk by asking his audience that how have they managed to change themselves over the past 15 months? What is the most important element in university teaching? Shall we assess during online teaching? He started doing brainstorming by asking several questions.

Dr Kashif shared his views about How to assess, and what are the types of assessment, Formative and Summative assessment, Formal vs Informal assessment. He discussed myths and realities about online assessment. He elaborated that it is a myth that online assessment is not possible, it is difficult, not fair, it has flaws and it may be full of plagiarism. Whereas in reality, online assessments are easy, user friendly, less time and cost consuming, plagiarism can be controlled more easily, much systematic and provide plenty of room for research. The speaker created rooms for the participants and designated them with different tasks. He kept them involved by doing several activities. He also made them solve some worksheets. The audience were delighted by the continuous participation, involvement and association with the trainer.

Further Dr. Kashif enlightened the audience with Benjamin Bloom's Taxonomy. The taxonomy provides a useful structure in which to categorize teaching practices for better learning, assessment system and test questions. Taxonomy's tools of cognitive, affective and psychometer were elaborated in detail. All of three tools play a vital role in online assessment. He talked about using information, methods, concepts, theories in new situations and to solve problems using required skills or knowledge. As a teacher one should use trends, consequences, tables, models, visuals, photographs, panel discussions, suggestion sessions, hypothetical notes, debates etc.



Mr. Kashif Suhail Malik is Consultant and Master Trainer at IPD. He has done his professional development residency from University of North Carolina Wilmington USA. Mr. Malik has been in management and leadership training for almost 18 years and received national recognition for the patronage of knowledge award from Government of Pakistan. He has been part of UNICEF initiatives on education, consultations on National Standards for Teachers in Pakistan and worked with governments of Punjab and Sindh. A strong proponent of technology integration in education, Mr Malik coined MINSET & Active TNA - an original Pakistani contribution to body of knowledge on teacher education and training.

CREATING E-LEARNING ASSESSMENT

He assured that by the end of the module, participants become able to understand the changed paradigm of online teaching, learning and assessment; apply taxonomies of assessment especially Blooms to map and align assessment with objectives. They may use e-learning assessment resources to align with online teaching and learning and design standard online assessment items.

His sessions were mesmerizing, and he engaged the participants throughout his sessions. He came up with different plans of how to assess the students transparently when they are not in front of the examiner. The session was detailed and was clearly delivered by the speaker who made sure that the participants must learn by the end of session that how to make assessments crisp and concise. He also satisfied the participants by answering to their relevant queries.

CLOSING

Feedback about the speakers was taken each day at the end of sessions. Feedback about the workshop was taken from the participants on the last day at the end of training. The workshop ended on June 3, 2021 and was closed formally by FDA. Special gratitude was presented to all the worthy speakers and audience. The candidates were awarded with digital certificates.

PARTICIPANTS' REVIEWS

**“ JAWWAD GILLANI, ASSISTANT PROFESSOR
CUI LAHORE**

I have found the FDA workshop to be interesting with plenty of valuable information provided as part of this online activity and through interaction with fellow teachers and trainers from across the CUI Campuses.

**“ ARUBA SHARIF, LECTURER
CUI VIRTUAL CAMPUS**

Excellence in online teaching was a training which was exactly in accordance to the need of the time. The contents and the trainers were knowledgeable and engaged the audience well. I would like to thank FDA for being a platform for skillfully conducting the training and managing such a big audience online. Well done FDA!

**“ Ms. ATTIYA SIDDIQUE
ASSISTANT PROF. DEPARTMENT OF HUMANITIES
CUI ISLAMABAD**

The 4 days workshop on Online teaching was conducted by highly professional individuals in a very comprehensive manner. Each module was delivered with clarity, the workshop gave us all more confidence in dealing with the challenges of online teaching. I strongly recommend it for my other colleagues as it would support them in future.
Thank you FDA. Keep up the good work.

PARTICIPANTS' REVIEWS

**“ IQRA
CUI SAHIWAL**

Training conducted by FDA was very informative and helpful in our career progression. In this training, we explore and practice many online teaching software and practices. Such training should be conducted for every faculty member before the start of the semester. It has been a great experience to be a part of FDA training, organized and managed in a highly professional way utilizing the expertise of top professional trainers in the field of educational training..

**“ MUHAMMAD ASHRAF, POST-DOCTORAL FELLOW (UM), PHD (UM)
ASSISTANT PROFESSOR || CONVENER CSR OFFICE
DEPARTMENT OF MANAGEMENT SCIENCES,
CUI, VEHARI CAMPUS**

Really useful and interesting workshop. Great presentation style with lots of opportunities to ask questions and talk about online teaching techniques which gives wonderful experience. Totally enjoyed and learned a lot over 4 days of online workshop. All resource persons were very professional in terms of providing clear and concise training, I was particularly very impressed with Dr. Aneel Salman as I found him a very inspirational and motivational speaker. All credit goes to FDA for arranging the successful workshop.”

**“ DR. MUHAMMAD MUBEEN, ASSISTANT PROFESSOR
CUI, VEHARI CAMPUS**

I would suggest that we have got some excellent forum from FDA in terms of improved online teaching methodologies. We should not take it as a burden and should not leave it.

**“ MR. SANA ULLAH , DEPARTMENT OF MANAGEMENT SCIENCES
CUI, VIRTUAL CAMPUS**

Thank You FDA Team, Dr Aneel, Ms. Faiqa, Ms. Afia & All Team as well as All Trainers especially Today Trainer Dr Kashif was Outstanding!

PARTICIPANTS' REVIEWS

**“ AYESHA KHAN, LECTURER
CUI WAH CAMPUS**

Thank you FDA Team. You people did a great job. This training will surely be helpful in our career progression. At the end I would like to add Dr. Kashif words “Create Love for E-learning” so we can gain excellence in our teaching styles!

**“ DR. AZIZ ULLAH SAYAL
DEPARTMENT OF MANAGEMENT SCIENCES
CUI ABBOTTABAD**

FDA team members' role is marvelous, supportive and hectic as well, thank you very much for providing a nice, friendly interactive learning environment.

**“ DR. TAHIR MUMTAZ
CUI MANAGEMENT SCIENCES**

I must say that my last night's countdown and the curiosity was surely worth. Had a great session and as always I got too many stories and chutkulay for my lectures. Keep it up, Bro @Dr. Aneel Salman

**“ DR. AAMIR RAFIQUE
CUI MANAGEMENT SCIENCES**

Thank you sir. Learnt a lot today, particularly the way you engaged us throughout the session was awesome. Will use all the techniques, you applied on us , to engage our students in the classes. JazakAllah

**“ ALI AHMAD SHEIKH
VISTING FACULTY, CUI**

Thank you, Sir Aneel and the entire FDA team for arranging this learning opportunity. Surely, I will be taking these learning to my classroom/lectures.



**TOTAL 176 PARTICIPANTS FROM 8 CAMPUSES
OF COMSATS UNIVERSITY ISLAMABAD**

DEPARTMENT WISE PARTICIPATION

1. ISLAMABAD

DEPARTMENTS	NO. OF PARTICIPANTS
Psychology	3
Humanities	1
Meteorology	4
Electrical & Computer Engineering	3
Architecture	4
Mathematics	4
Computer Sciences	3
Management Sciences	24
Art & Design	4
Economics	5
TOTAL	55

2. ATTOCK

DEPARTMENT	NO. OF PARTICIPANTS
Computer Sciences	9
TOTAL	9

3. ABBOTABAD

DEPARTMENTS	NO. OF PARTICIPANTS
Biotechnology	2
Management Sciences	5
Environmental Sciences	3
Electrical and Computer Engineering	3
Chemistry	3
Pharmacy	3
Mathematics	3
Humanities	3
Computer Sciences	2
Development Studies	3
Earth Sciences	4
Civil Engineering	3
CITC	3
TOTAL	40

4. VIRTUAL

DEPARTMENTS	NO. OF PARTICIPANTS
Management Sciences	8
Mathematics	3
Humanities	3
TOTAL	14

5. WAH

DEPARTMENTS	NO. OF PARTICIPANTS
Management Sciences	2
Mechanical Engineering	2
Computer Science	2
Mathematics	2
Electrical & Computer Engineering	2
Civil Engineering	2
TOTAL	12

6. SAHIWAL

DEPARTMENTS	NO. OF PARTICIPANTS
Management Sciences	2
Computer Science	2
Electrical & Computer Engineering	2
Biosciences	3
Civil Engineering	3
Mathematics	2
Mechanical Engineering	2
TOTAL	16

7. LAHORE

DEPARTMENTS	NO. OF PARTICIPANTS
Humanities	1
Chemistry	1
Chemical Engineering	1
Art & Design	1
Computer Science	1
Energy Research Center	2
Physics	1
QEC / A & R	1
Electrical & Computer Engineering	1
Architecture	1
IRCBM	1
Mathematics	1
Statistics	1
TOTAL	14

8. VEHARI

DEPARTMENTS	NO. OF PARTICIPANTS
Environmental Sciences	3
Humanities	3
Mathematics	3
Management Sciences	4
Computer Science	3
TOTAL	16



**FACULTY DEVELOPMENT ACADEMY
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