

Curriculum Vitae

Personal Information:

Name	Shaimaa Ramadan Tohamy Saber
Marital Status	Single
Date of Birth	1\3\1990
Place of Birth	Beni- suef, Manshaet Asim
Nationality	Egyptian
Language	Arabic
Major Specialization	Information Sciences
Minor Specialization	Libraries
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Academic Qualifications:

Degree	Date Received	Major Specialization	Faculty	Institution	Country
Bachelor	2011	Libraries and Documents	Arts	Beni- suef University	Egypt
Educational General Diploma	2012	General Section	Education	Beni- suef University	Egypt
Pre-Master	2014	Libraries Section	Arts	Beni- suef University	Egypt
Master					
PhD					

Courses and workshops:

Name of course or workshop	About	Institution	Date
A Course on Technical Processes relating to The Egyptian National Library and Archives	Training in departments of indexes and depositing the supply, journals and others	The Egyptian National Library and Archives in Cairo	2011
ICDL	Computer Skills	Beni- suef University	2011
Cataloging Mechanism	A Course	Beni- suef University	2012
Effective Communication Skills	Developing Skills	Beni- suef University	2014
Mind Mapping			
Speed Reading Skills			
Scientific Writing Skills			
Team Management Skills			
The Use of Global Databases	A Course Organized by the Digital Library Automation	Beni- suef University	2014
The Future system and how to enter Data and Cataloging them	Introductory session	Beni- suef University	2014
Maximizing the Benefit of Staff from Global Databases	Workshop	Beni- suef University	2014
Standards for Quality Assurance in Teaching		Beni- suef University	2015
Ethics of Scientific Research		Beni- suef University	2015
International publication for Scientific Research		Beni- suef University	2015
University Administration		Beni- suef University	2015
Time Management and Meetings		Beni- suef University	2015
Ethics and Behavior of the Profession		Beni- suef University	2015
Plagiarism in Academic			17 &18

Researches "The Phenomenon and its Treatment"	Workshop	Beni- suef University	November 2015
The Use of Global Databases	Annual Training	Beni- suef University	6\12\2015
Introduction session about Egyptian Bank of Knowledge	Introductory session	Beni- suef University	Sunday 13\3\2016

Curriculum that have been taught:

Name	Language	Undergraduate Education Stage	Faculty	University	Country
Descriptive Cataloging	Arabic	First	Arts	Beni- suef	Egypt
Indexing and Abstracting	Arabic	Fourth	Arts	Beni- suef	Egypt
Automated Systems	Arabic	Second	Arts	Beni- suef	Egypt
Categorization	Arabic	First	Arts	Beni- suef	Egypt
Public Sources and References	Arabic	Second	Arts	Beni- suef	Egypt

Awards and Honors:

Name of Award	Institution	Date
Certificate of Appreciation for Scientific Excellence in Academic Year 2010\2011	Beni- suef University	2011

General Activities:

Symposium and Conference Participation:

Name of Symposium or Conference	About	Institution	Date
Architectural Information	First Arab Conference on Information Sciences (Organizing)	Beni- suef University	April 2015
Egypt Invents	International Conference	Beni- suef University	March 2015
Excellence Research Centers: Standards and Tasks and community Return	Conference	Beni- suef University	June 2014
Our Youth is Full of Energy.. Not Disabled	Second Conference of Disability Challengers	Beni- suef University	December 2014
Distance Learning	Second Conference (Organizing)	Beni- suef University	December 2014
Towards Building a Research Strategy For University in the Next Decade	Conference	Beni- suef University	November 2013
Humanities and Activating the Role of Voluntary Work of Institutions	Conference	Beni- suef University	April 2013
Evaluation and Development of affiliation System in Egyptian and Arab Universities	Conference	Beni- suef University	April 2013
Techniques of Application of Six Sigma in Academic Institutions and Informatics	Symposium	Beni- suef University	August 2015
Scientific Awards: "Types and How to get"	Symposium (Organizing)	Beni- suef University	August 2015
Plagiarism in Academic Researches "The Phenomenon and its Treatment"	Conference (Organizing)	Beni- suef University	November 2015
Distance Learning : Complementary or Competitive	Third Conference (Organizing)	Beni- suef University	December 20&21 2015

Student Activities and their Role in the Development of Creativity and Pioneering Thinking	First Student Conference , participated as member of the General Secretariat Committee	Faculty of Arts, Beni Suef University	March 27 , 2016
Towards Building Strategy for Sustainable Development In Upper Egypt Under Humanities	Tenth Conference , participated as member of the General Secretariat Committee	Faculty of Arts, Beni Suef University	March 13&14 2016
Development of Educational Services of Universities in the light of the Labor Market Challenges	First Scientific Conference of Education and Student Affairs ,Participated as member of the General Secretariat Committee	Beni- suef University	April 18 to 19, 2016
Fulbright Programs " How to get Scholarship"	Introductory Session	Beni- suef University	24\3\2015
Effectiveness Supporting Researches by University	Symposium of Postgraduate Studies and Research Affairs	Beni- suef University	24\8\2014
Scientific Support and Projects Department of Library of Alexandria	Introductory Session	Beni- suef University	19\3\2014
International and local Agreements at Beni Suef University and Ways to Activate	Fifth Symposium of Postgraduate Studies and Research Affairs	Beni- suef University	26/10/2014
Scholarships and Programs From DAAD	Symposium of Postgraduate Studies and Research Affairs	Beni- suef University	26\5\2015
Competitiveness Projects: Effective Sources of Funding for Scientific			16\9\2014

Research Outside University	Symposium of Postgraduate Studies and Research Affairs	Beni- suef University	
Rank of Beni Suef University, according to the Global Systems In Classifications of Universities			11\10\2015
Mechanisms to Attract Visiting Professors	Seminar	Beni- suef University	8\11\2015
Reading in Knowledge Society	Symposium	Beni- suef University	8\5\2016