

# **C.V**

## **Personal Information:**

**Name:** Manal Syed Mohamed Ahmed

**Religion:** Muslim

**Nationality:** Egyptian

**E-mail:** manalsaid1979@hotmail.com

**The Degree Scientific :** PhD Specialization

**general career:** Documents and Archives

**Specialization career:** Archive

## **Functional sequence:**

**Lecturer at the University of Cairo - Beni Suef Branch Libraries and Documentation Department, Faculty of Arts from 1990 to 1997**

**Assistant Bjamahalqahrh teacher - Beni Suef Branch Libraries and Documentation Department, Faculty of Arts from 1997 to 2006**

**Teacher Beni Suef University Libraries and Documentation .Department, Faculty of Arts from 2006 until now**

## **:Research activities \***

### **:A) theses**

**Master: Fatwa documentary study of archival records Snh1304-1374h / 1886-1954m**

**PhD archival documents of Al-Azhar Al-Sharif and religious institutions from 1844 to 1957**

### **:B) Books**

**.Archive aware of its concept and its issues**

**Archive standards.**

### **Research that have been completed and published:**

1- "A Proposed Model for a Database for Setting and Retrieving Arab Archival Collections",

Arab Journal of libraries and information Science, in January 2011 V 31, V 32 April 2011

2- "From archival documents: murder lawsuits and their investigation from 1265/1849 up to 1306 /1889 m analytical study"

Journal of the Faculty of Arts- Beni Suef University: Issue 22: January to March 2012

3- "Documents of the Donation of Khedive Ismael and the Predicament of the Sunni Cult's Debt between 1281 – 1289 AH/ 1864 – 1872BC (A Documentary Archival Study)"

Egyptian Journal of Information Sciences: V 2: 2 N1: Ariel - October

### **Research that has been completed and submitted for conferences and published:**

"individual volunteer and al- Azhar education An analytical reading Documentation of and endowment / Gift and donation From 1805 to 2000(AD) "

Ninth Scientific Conference of the Faculty of Arts at the University of Beni Suef ": Journal of the Faculty of Arts- Beni Suef University: issue 27

2015

### **Research that has been completed and submitted for :conferences but not yet published:**

**Paper presented to the International Scientific Conference at the 10th of the Department of Library and Documentation and Information Technology Faculty of Arts, Cairo University, entitled "The future of libraries, documentation and information services and institutions in light of the challenges Arab legislations and reforms October 7 to 8 2015,**

**"Elements of the Data of Physical Description of the General International Standard of Archival Description"(An Evaluative Study and a Proposed Standard) Physical Description of the Archive"**

### **:National projects**

**:Al-Azhar Memory Project**

**:an official committee in charge of the documentation**

**Adoption of indexing and cataloging of the supporting materials to -  
(the project (documents**

### **:also participated left the following topics**

**administrative development of the Al-Azhar Mosque from 1805 to  
.1963**

**.uniforms Azhari**

**.Institute ElDesoki**

**.Institute Ahmadi INTanta**

**.Assiut Institute**

**.Free institutes**

**.Al-Azhar agent,**

**.Al-Azhar library**

**In addition to the work of the inventory of documents and files of •  
:the following**

documents and files Endowments suspended the Al-Azhar mosque until 1953 and saved Bdfterkhanh the Ministry of Awqaf, and .archive the inauguration of the ministry and the insulation itself personnel files Al-Azhar official saved in Dar El-mahfozat.

### **Administrative tasks:**

: • Egyptian Journal, secretary of the Information Sciences from 2014 until now.

• Edit Yearbook director of the Faculty of Arts of the University of Beni Suef 2015.

• Member of the Unit Academic Advising Graduate Studies, Faculty of Arts, University of Beni Suef. • Rapporteur of the standard organizational structure of the unity of quality assurance and .accreditation since 2015