

# Curriculum Vitae

## Personal Information:

|                             |   |
|-----------------------------|---|
| <b>Name</b>                 | Shireen Farouk Mohammed Gaber Ali   |
| <b>Marital Status</b>       | Married   |
| <b>Date of Birth</b>        | 12\11\1982  |
| <b>Place of Birth</b>       | Beni- suef Governorate, Biba ,<br>Tansa beni malo Village                         |
| <b>Nationality</b>          | Egyptian  |
| <b>Language</b>             | Arabic  |
| <b>Major Specialization</b> | Information Science   |
| <b>Minor Specialization</b> | Eletronic records Management  |
| <b>E-mail Address</b>       | Shireen_farouk@yahoo.com<br>shereen.gaber@art.bsu.edu.eg<br>Shireen.aym@gmail.com |

## Academic Qualifications:

- Excellence Bachelor of Arts Degree, Librarianship and Documents Department

Institution: Cairo University, Beni Suef Branch

GPA: Very Good / Graduation Year 2003

- Pre-Master, Librarianship and Documents Department (specializing in Documents)

Institution: Cairo University

Grade: Fair / Date Received: 2004

- Master of Arts ,

The title of Master's Thesis: ((Integrated Electronic Systems and their Importance in the Development of Management Performance Information Centers and Management Performance Services: An Applied Study on the Information Centers Affiliated to the Service Directorates in the Governorate of Beni-Suef))

Institution: Beni- Suef University

**Grade: Excellence / Date Received: 2011**

- **PhD Registration Year : 2013**

**The title of Doctoral thesis:( Records Management of the Egyptian Government  
Electronic Portal: An Analytical Study)**

**Academic Qualifications:**

**Academic Positions:**

| <b>Position</b>    | <b>Degree</b>                    | <b>From</b> | <b>To</b> | <b>Institution</b>    | <b>Country</b> |
|--------------------|----------------------------------|-------------|-----------|-----------------------|----------------|
| Demonstrator       | Bachelor of Arts with Excellence | 2004        | 2011      | Beni- suef University | Egypt          |
| Assistant Lecturer | Master                           | 2011        | Until Now | Beni- suef University | Egypt          |

**Courses and workshops:**

| <b>Name of course or workshop</b> | <b>About</b>         | <b>Institution</b>                                  | <b>Date</b> |
|-----------------------------------|----------------------|---|-------------|
| Windows                           | Computer skills      | Information Mogamma in Beni-suef                    | 2004        |
| Microsoft Office                  | Computer skills      | Information Mogamma in Beni-suef                    | 2004        |
| TOT in the Internet               | Training of Trainers | Information Technology Training Center in Beni-suef | 2005        |
| University Teacher Preparation    | Developing Skills    | Faculty and Leadership Development Center           | 2006        |

|   |                               |  |                      |
|---|-------------------------------|--|----------------------|
| Effective Communication Skills                        | Developing Skills             | Faculty and Leadership Development Center                              | 2007                 |
| Teaching Great Numbers of Students                    | Developing Skills             | Faculty and Leadership Development Center                              | 2007                 |
| Effective Presentation Skills                         | Developing Skills             | Faculty and Leadership Development Center                              | 2007                 |
| Development of Thinking Skills                        | Developing Skills             | Faculty and Leadership Development Center                              | 2007                 |
| TOEFL Course  | English Course                | Foreign Languages Learning and Developing Center, Faculty of Education | 2007                 |
| International publication for Scientific Research     | Developing Skills             | Faculty and Leadership Development Center                              | 2011                 |
| Time and Meetings Management                          | Developing Skills             | Faculty and Leadership Development Center                              | 2011                 |
| Human Relations Management                            | Knowledge Development Program | Beni- suef University  | 25 Nov : 24 Dec 2014 |
| Maximizing the Benefit of Staff from Global Databases | Workshop                      | Beni- suef University  | 2014                 |
| Courses Description                                   | Workshop                      | Beni- suef University  | 2014                 |

|  |                      |   |                   |
|--|----------------------|---|-------------------|
| Use of Technology in Teaching  | Developing Skills    | Faculty and Leadership Development Center | 6\5\2015          |
| International Publishing Research                                    | Developing Skills    | Faculty and Leadership Development Center | 2015              |
| Ethics of Scientific Research  | Developing Skills    | Faculty and Leadership Development Center | 2015              |
| Ethics and Behavior of the Profession in the University Work         | Developing Skills    | Faculty and Leadership Development Center | 2015              |
| Maximizing the Benefit of Staff from Global Databases                | Workshop             | Beni- suef University                     | 2015              |
| Plagiarism in Academic Researches "The Phenomenon and its Treatment" | Workshop             | Beni- suef University                     | 17 &18 Nov 2015   |
| E-Learning and Media Library   | Workshop             | Beni- suef University                     | Tuesday 21\4\2015 |
| Introduction session about Egyptian Bank of Knowledge                | Introduction session | Beni- suef University                     | Sunday 13\3\2016  |

### Scientific Production:

#### 1) Theses and Dissertations:

| Address of University | Institution | Faculty\ Department | Date Received | Degree | Value |
|-----------------------|-------------|---------------------|---------------|--------|-------|
|-----------------------|-------------|---------------------|---------------|--------|-------|

| <b>Dissertation</b>   |                       |   |           |        |           |
|---|-----------------------|---|-----------|--------|-----------|
| Integrated Electronic Systems and their Importance in the Development of Management Performance Information Centers and Management Performance Services: An Applied Study on the Information Centers Affiliated to the Service Directorates in the Governorate of Beni-Suef | Beni- suef University | Faculty of Arts, Libraries and Documents Department | 20\4\2011 | Master | Excellent |

## 2) Publications:

| <b>Address of Research</b>                             | <b>Author\s</b>         | <b>Name of Publication</b>    | <b>Publication Data</b> |             |
|--|-------------------------|-------------------------------|-------------------------|-------------|
|  |                         |                               | <b>No\Vol</b>           | <b>Date</b> |
| Electronic information systems and its characteristics | Shireen Farouk Mohammed | Annual of the faculty of Arts | Second                  | 2013        |

## Curriculum that have been taught:

| <b>Name</b>                      | <b>Language</b> | <b>Undergraduate education Stage</b> | <b>Faculty</b> | <b>University</b> | <b>Country</b> |
|----------------------------------|-----------------|--------------------------------------|----------------|-------------------|----------------|
| Information Science              | Arabic          | Fourth                               | Arts           | Beni- suef        | Egypt          |
| Computer Applications(net works) | Arabic          | Fourth                               | Arts           | Beni- suef        | Egypt          |
| Archive                          | Arabic          | Second                               | Arts           | Beni- suef        | Egypt          |

|                          |        |        |  |            |       |
|--------------------------|--------|--------|--|------------|-------|
| Management               |        |        |  |            |       |
| Audio-Visual Materials   | Arabic | Second | Arts                                       | Beni- suef | Egypt |
| Introduction to Computer | Arabic | First  | Arts                                       | Beni- suef | Egypt |
| Introduction to Computer | Arabic | First  | Euro-Mediterranean Studies Department 2014 | Beni- suef | Egypt |

## General Activities:

### Symposium and Conference Participation:

| Address  | Location              | Date              |
|--|-----------------------|-------------------|
| International and local Agreements and Ways to Activate  | Beni- suef University | 2014              |
| Second International Conference on Distance Education entitled (Distance Education in Arab universities : Applications and Future Prospects) | Beni- suef University | 16:17 Dec 2014    |
| International Conference : Egypt Invents   | Beni- suef University | 10\3\2015         |
| First Arab Conference for the Department of Information Science entitled (Architecture of Information)                                       | Beni- suef University | 5:6 April 2015    |
| Fulbright Information Session  | Beni- suef University | 24\3\2015         |
| Scholarships and programs of DAAD  | Beni- suef University | Tuesday 26\5\2015 |
| Techniques of Application of six sigma in Academic Institutions and Informatics  | Beni- suef University | Sunday 9\8\2015   |
| Types of Scientific Awards and how to get them   | Beni- suef University | Sunday 9\8\2015   |

|   |                       |                           |
|---|-----------------------|---------------------------|
| Plagiarism in Academic Researches "The Phenomenon and its Treatment"  | Beni- suef University | <b>17:18 Nov 2015</b>     |
| The First University Conference entitled "Homeless Children ,its slogan :learn ..produce and return to your home"                                     | Beni- suef University | <b>Tuesday 22\12\2015</b> |
| Third International Conference on Distance Education  | Beni- suef University | <b>20:21 Dec 2015</b>     |
| Tenth Conference of the Faculty of Arts entitled "Towards Building a Strategy for Sustainable Development in Upper Egypt under the Humanities"        | Beni- suef University | <b>13-14 March 2016</b>   |
| First Student Conference in the Faculty of Arts entitled "Student Activities and their Role in the Development of Creativity and Pioneering Thinking" | Beni- suef University | <b>Sunday 27\3\2016</b>   |

### **Academic Experiences:**

#### **Administrative work, Projects and Activities:**

1. Member in the organizing committee of the Second International Conference of Distance Education in Arab Universities: Applications and Future Prospects  
from 16 : 17 December 2014
2. Member in the organizing committee of the First Arab Conference on Information Sciences Department entitled

” Architectural Information “  
from 5 : 6 April 2015.

3. Member in the organizing committee of Plagiarism in Academic Researches “The Phenomenon and its Treatment”  
from 17:18 November 2015.

4. Participating in leaders’ preparation camps in Alexandria (Leader of Regiment) in 2007.

5. Member in a committee Selecting the Ideal Mother for students at Beni Suef University in 2012,2013 and 2014.

6. Member in editing authority of Information Science Blog at Beni Suef University since 2014 until now.

7. Member in the Committee of laboratories in the department from 2012 until 2015.

8. Member in the Committee of Education and Learning in the department since March 2016.