Inas ElHafi

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Educational Technology Specialist

- *Instructional Design*
  - Curriculum Development.
  - Planning & delivering well- structured interactive lessons using animated Power Point presentations.
  - Storyboard creation.
  - E-Content Creation.
  - Interactive exercises & assessments using Word Developer.

- *LMS (Learning Management System)*
  - Create, deliver & track trainings with SharePoint and MS office.
  - Perform SharePoint LMS hybrid and cloud designed to deliver learning materials.
  - Maintain and manage moodle courses and project.

- *Professional Trainer*
  - Deliver computer literacy workshops for teachers.
  - Deliver IT classes for intermediate and secondary students.

- *Front End Development (HTML, JavaScript and CSS)*
  - Create & design websites
  - Responsive web design

Experience:

- (2014-2017) – EdTech in language teaching- Global International School (Jeddah, KSA).
- (2012-2013)- EFL instructor - Rowad Aldorra (Mecca, KSA).
- 3 months instructional designer- Alef Education for Educational Technology (Abu Dhabi, UAE)

Skills:

- Leadership Management.
- Language Skills: (Excellent in English, French and Arabic).
- Excellent communication skills.
- Design thinking.

Education and Cerificates:

- **2019-present**   MA in Educational Technology & linguistics
- **2001-2006**   MA in Business administration & Economy (CNAM Paris) ISAE Beirut
- **2017**   Certificate in Teaching English as a foreign language TEFL level 5, endorsed by TQUK From London Training Teacher College
- **2006**   DELF B1 French studies Diploma (French embassy Culutral Center).
- **Microsoft advanced course**

Professional Activities & Attended conference:

- Arab and International Scholarly Research Indicators & Digital Transformations in Arab Higher Education, Arab Citation & Impact Factor ARCIF. (1 day).
- Breaking the mold "Arab civil society actors & their quest to influence policy makers (2 days).
- Future Education Sector Discussion.
- JRC Junior Research Coach Program(3days).

Workshop

- **AdvancED** Standards Workshop (int'l teaching standards).
- Workshop in Teaching challenges by Qbitek.
- Leadership training workshop.
- Cognitive thinking principles workshop.