

# Curriculum Vitae

## Aalaa Gaffar ALSadek

Address: Alexandria, EG

Birth date: 29 September 1986

Gender: Female

Marital status: married

Job title: Senior lecturer

Academic Major: Information Science

Specialization: Information Technology, Web 2.0

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Web page: <http://www.foa.edu.eg/dept/libraries/alaa.aspx>

## EDUCATION

- **PhD degree** in “Using smart phone technology in Information institutions: An applied study on the Quick response "QR" codes”; 2015
- **PhD student** in library and information science department **at** Alexandria University.
- **Master of Arts** in the general grade of **excellent**, with the recommendation to print and exchange.
- Register of **master's degree** in “The second-generation of webraries: An analytical study to extrapolate the evaluation criteria”; 2008
- **Preliminary Masters** of libraries and information science **at** Alexandria University in estimating "**excellent**" 2007- 2008.
- The **top ten** students from **the Egyptian universities**, 2006 – 2007
- The **Second** place in University of Alexandria, 2006 – 2007
- The **first** place in faculty of Arts and library and information science department 2006- 2007.
- Bachelor of Arts **with honors** at University of Alexandria, Egypt. 2006- 2007.

## WORK EXPEIRIENCE

### ➤ Currently working:

Teacher in faculty of arts at Alexandria University. (*From 2015 until Now*)

#### Responsibility:

- **Teaching for the following curriculum:**  
“*Information system*”, “*Analysis and design of information systems*”,  
“*Electronic Publishing*”, “*Content analysis*”, “*Indexing*”, “*information*”

*Networks”, “Using computer in libraries and information centers”, Marketing information services "field training", "Manuscripts".*

- **Member of the media Committee of the library department.**
  - *Organization of "scientific symposia and meetings" on the recent trends in library and information science (From March 2008 until now)*
  - *Coordination of specialized and scientific courses (From March 2008 until now)*
- **Member of the Cultural Committee of the library department.**
  - *Participation in Editor Magazine wall (Talk of books and libraries) (From March 2008 until September 2010)*
  - *Update for Bibliographic theses of the Department of Library and Information Science - University of Alexandria (from January 2009 until now).*
- **Responsible for the department website.**
  - *Development and collection of data for the library department website. (From March 2008 until now)*
- **Administration of library department Dissertation database.**

*(From September 2010 until now)*

<http://foa.edu.eg/Dept/libraries/search.aspx>
- **Establisher and Administrator** of the “Official Group of the Department of Library and Information - University of Alexandria” on Facebook. *(From September 2008 until now)*

<http://www.facebook.com/group.php?gid=50684191796>

- **Establisher and Administrator** of the “Official channel of the Department of Library and Information - University of Alexandria” on Youtube. *(From May 2008 until now)*

<http://www.youtube.com/user/alexlibdep>

- **Design, development and Administration** “The Official Blog of the Department of Library and Information Science - University of Alexandria”. *(August 2010 until now)*

<http://alexlisdept.blogspot.com/>

➤ **Previous work:**

- **Senior lecturer** in faculty of arts at Alexandria University. *(From 2011 until Now)*
- **Demonstrator** in faculty of arts at Alexandria University. *(From March 2008 until May 2011)*
- **Supervision** on Project “the indexing of scientific journals colleges at the University of Alexandria”, 2009.
- **Trainer** of librarians at **public libraries and culture palaces**, Sidi Gaber Cultural Palace, 2008
- Work as **Consultant** for "education reform program" (ERP) at "Ministry of Education". By performing "United States Agency for International Development" (USAID)

## EXTRA COURSES

### ➤ Information and documentation:

- **Research for all:** "OPAC – References – Internet – Databases – How to write a paper" at **Bibliotheca Alexandria**, 2003.
- **Internet search for librarian's course** at **American cultural center**, 2005.
- **Scientific research** at **BA**, 2005.
- **Data bases** at **Bibliotheca Alexandria**, 2007.
- **Citation style course** at **Bibliotheca Alexandria**, 2007.
- **Advanced internet course** at **Bibliotheca Alexandria**, 2007.
- **Reference course** at **Bibliotheca Alexandria**, 2007.
- **United nation courses** at **Bibliotheca Alexandria**, 2007.
- **World Bank database** at **Bibliotheca Alexandria**, 2007
- **Mark 21 bibliographic records** at **Cybrarians** (The Arabic portal for librarianship and information), 28 – 29 march 2009. (**Organizer**)
- **Internet search skills** at **Cybrarians** (The Arabic portal for librarianship and information), 18 – 19 April 2009. (**Organizer**)

### ➤ IT & Computer Skills:

- **The Windows and Office programs** certified at **Microsoft**, 2006.
- **International Computer Driving License ICDL** at **Smart center**, 2007 "Certificate of driving without a license".
- **Graphic course** (Photoshop – Illustrator – Flash) at **American language & computer institute (ALI)**, 12 August – 25 October, 2009.
- **International Computer Driving License ICDL** at **Center for Information Technology - Faculty of Arts - Alexandria University**, 2011. "Driving license - Centre is supported by UNESCO".

### ➤ Human development:

- **The Mind Maps** at **ELBYAN Center**, 2007.
- **Thinking skills** at **faculty and leadership development center (FLDC)** Alex. University, July 20- 22, 2008.
- **Morality and ethics in Occupation** at **faculty and leadership development center (FLDC)** Alex. University, August 23- 25, 2008.
- **Effective teaching** at **faculty and leadership development center (FLDC)** Alex. University, October 11-13, 2008.
- **Effective presentation** at **faculty and leadership development center (FLDC)** Alex. University, September 2- 4, 2008.
- **The art of dealing with children** at **ELBYAN Center**, 2008.
- **Diploma in NLP** (Neural Linguistic Programming) at **Smart mind**. Cairo, 2010.  
"Approved by the Canadian Centre for Human Development, Dr. Ibrahim Al-Fiqi"
- **Secrets of strong personal influence** at **Smart mind**. Cairo , 2010
- **Secrets of Success** at **Smart mind**. Cairo, 2010.

- **Communication Skills** Course at **Smart mind**. Cairo, 2010.  
“Approved by the Canadian Centre for Human Development, Dr. Ibrahim Al-Fiqi”
- **Self-motivation** at **Smart mind**. Cairo, 2010.
- **Positive thinking** at **Smart mind**. Cairo, 2010.
- **Mind Mapping** at **Smart mind**. Cairo, 2010.  
“Approved by the Canadian Centre for Human Development, Dr. Ibrahim Al-Fiqi”
- **Setting goals and how to achieve them** at **Smart mind**. Cairo, 2010.
- **Diploma of memory and remembering** at **Smart mind**. Cairo, 2010.

#### ❖ **Management and Marketing:**

- **University management at faculty and leadership development center (FLDC)** Alex. University, September 2- 4, 2009.
- **Time Management** at **Smart mind**. Cairo, 2010.  
“Approved by the Canadian Centre for Human Development, Dr. Ibrahim Al-Fiqi”
- **Course in Planning** at **Smart mind**. Cairo, 2010.  
“Approved by the Canadian Centre for Human Development, Dr. Ibrahim Al-Fiqi”
- **Diploma of modern sales** at **Smart mind**. Cairo, 2010.  
“Approved by the Canadian Centre for Human Development, Dr. Ibrahim Al-Fiqi”
- **Diploma of modern leadership "Commander Professional"** at **Smart mind**. Cairo, 2010.  
“Approved by the Canadian Centre for Human Development, Dr. Ibrahim Al-Fiqi”
- **Diploma of Strategic Marketing** at **Smart mind**. Cairo, 2010.  
“Approved by the Canadian Centre for Human Development, Dr. Ibrahim Al-Fiqi”
- **Diploma in Professional Officer** at **Smart mind**. Cairo, 2010.  
“Approved by the Canadian Centre for Human Development, Dr. Ibrahim Al-Fiqi”
- **Diploma of the customer service art** at **Smart mind**. Cairo, 2010.  
“Approved by the Canadian Centre for Human Development, Dr. Ibrahim Al-Fiqi”
- **Project management and feasibility studies** at **Smart mind**. Cairo, 2010.  
“Approved by the Canadian Centre for Human Development, Dr. Ibrahim Al-Fiqi”
- **Skills preparing a resume and personal interview (How to earn post)** at **Smart mind**. Cairo, 2010.

#### ❖ **Language skills:**

- **Arabic language skills** Course at **Languages and Translation Centre** in faculty of Arts, 2008.
- **Advanced English Course {TOEFL}** at **Languages and Translation Centre** in faculty of Arts, 2009.
- **Diploma of effective reading** at **ABLP – ME**, 2008.
- **Diploma of speed-reading** at **ABLP – ME**, 2008.
- **Speed - reading** at **The Egyptian Center for Human Development**. Alexandria, 2010.

#### ❖ **Other courses:**

- **First aid certificate course** at **Medical Association** in Alexandria, 2006.

## INTELLECTUAL PRODUCTION:

### ❖ BOOKS:

- **QR Code technology in Information institutions.**- dar el maarfa el gamaya: Alexandria, 2016.
- **Library 2.0: Philosophy, Emergence, Concept, and Environment.**- dar el maarfa el gamaya: Alexandria, 2012.
- **Web 2.0 Technology in Websites of Libraries and Information institutions.**- dar el maarfa el gamaya: Alexandria, 2012.
- **Intellectual production in the information science: from 1973: 2006 /** preparation Aalaa Jaafar el- Sadek, Susan eldaba, Tasneem Ali Abdul Rahman. - Alexandria: preparers, 2007.

### ❖ Research

- The Arab presence in academic social networking sites: An analytical study of individuals and institutions, May 2016 · In Progress
- Evaluation the indexes and indexing, 2008
- PDF files: Reading software, 2008
- Networking, 2008.
- Information technology: Arabic bibliographic, 2008.
- The conference of the role of libraries in the freedom of expression and intellectual tolerance: Full coverage with pictures and video, 2008.
- Nine axes in Resource Description and Access "RDA", 2008.
- Digital Arab Children's Literature: A Study in interactive story "Captain Karim and tales train a model", 2012.
- Presentation: QR codes in the information institutions, 2013

## CONFERENCES, SYMPOSIA, AND WORKSHOPS:

- **Beyond Google:** Using expert web sites by **Stephen Perry** at **American cultural center**, 2006.
- **Recent trends in libraries and information science** at **Bibliotheca Alexandria**, 2006.
- **The flow of information** at **Bibliotheca Alexandria**.  
(April 5, 2007).
- **The future of modern libraries** by **Leonard Neville** at **Bibliotheca Alexandria**.  
(May 30, 2007).
- **Libraries in Baghdad in the Islamic era** by **Hussein Amen** at **Bibliotheca Alexandria**.  
(June 16, 2007).
- **Book printed and electronic**, a set of lectures in “Youth Program for sustainable environment and a better understanding” at **Bibliotheca Alexandria**.

(June 24, 2007).

- **Librarian science workshop at Bibliotheca Alexandria**  
(2007)
- **Applications and Operating systems with a free open-source at Bibliotheca Alexandria**  
(September 6, 2008)
- **Role of Libraries in Freedom of Expression, Tolerance, and Access to Information by IFLA & AFLA at Bibliotheca Alexandria**  
(October 7<sup>th</sup>. – 9<sup>th</sup>. 2008)
- **Digital libraries and the future system at library and information science department - Alexandria University.**  
(October 19, 2008). **(Organized)**
- **The Role of Science Centers in Establishing Knowledge-Based Societies in the Region at Bibliotheca Alexandria.**  
(2-3 November 2008)
- **Training-The-Trainers in Information Literacy by UNESCO & BA at Bibliotheca Alexandria (BA), Alexandria, Egypt**  
(November 4<sup>th</sup>. - 6<sup>th</sup>. 2008)
- **Digital Library and Future Library System at library and information science department - Alexandria University.**  
(October 19, 2008). **(Organizer)**
- **Quality assurance and accreditation in library and information departments at Arabic universities: library department in Cairo University as a model at library and information science department - Alexandria University.**  
(November 8, 2008). **(Organizer)**
- **The role of Information technology in technical treatment of information sources at library and information science department - Alexandria University.**  
(March 8, 2009). **(Organizer)**
- **E-learning in the Egyptian universities and how to transform the curriculum to online courses at library and information science department - Alexandria University.**  
(November 8, 2009). **(Organizer)**
- **Research skills on the Web at library and information science department - Alexandria University.**  
(April 8, 2010). **(Organizer)**
- **Digital Libraries management by using Green Stone open source System at library and information science department - Alexandria University.**  
(April 21, 2010). **(Organizer)**
- **Preservation and maintenance of rare books at library and information science department - Alexandria University.**  
(October 17, 2010). **(Organizer)**

## TECHNICAL SKILLS

- Web 2.0 applications
- Classification and cataloging
- Indexing
- Stocktaking
- Acquisition
- OPAC & Web-OPAC.
- Reference service.
- Marketing operations.
- Digitalization operations.

## COMPUTER SKILLS

- Extensive familiarity with **Microsoft word, PowerPoint, Access, Excel, front page, Creation and design and manage web sites previous experiences and Computer networks.**
- Extensive familiarity with **Graphic programs** (Photoshop – Illustrator – Flash) previous experiences:  
The preparation of a books covers, ex...  
"Guide Department of Library and Information - Faculty of Arts - Alexandria University"  
"Current production of cleaner technology: towards a green world"
- Familiar with **Computer Maintenance** and **visual basic** and **C programming languages** (very good at HTML & CSS5).
- A broad spectrum of knowledge of different **open source programs** in **digital libraries**

## LANGUAGE SKILLS

- **Arabic** (native language).
- Very good at **English**.
- Working knowledge of **French**.

## INTERESTS:

### ❖ INTERESTS:

- **The library, information and documentation:**  
library 2.0, Industry and the economics of information, digital & virtual library, Marketing information, Information Literacy, Analysis and design of information systems, Informatics and Informatics literacy, Manuscripts and heritage sources, Operations Reference Service.
- Open-source software
- GIS
- Literary fields:  
Makamat, English novels, the old Arab poetry, Zajal

- metaphysics
- Human development and mental (Mind) maps.