

**Staff Development Centre – University of Peradeniya  
Induction Programme for Academic Staff – 2018 (01<sup>st</sup> Program)**

***Programme***

***Segment 1 - Week 1 (05<sup>th</sup> to 09<sup>th</sup> February, 2018)***

***Day 1 : 05<sup>th</sup> February, 2018***

09.00 a.m. – 10.00 a.m.	: Opening ceremony	
10.00 a.m. – 11.00 a.m.	: The University teacher	PK
11.00 a.m. – 12.00 noon	: Introduction to the program	SKN
12.00 noon – 12.30 p.m.	: Rules and regulations of the program	RP
01.30 p.m. – 02.45 p.m.	: Levels of learning and learning outcomes I	KM
03.00 p.m. – 4.00 p.m.	: Levels of learning and learning outcomes II	KM

***Day 4: 08<sup>th</sup> February, 2018***

09.00 a.m. – 10.15 a.m.	: Introduction to teaching methods	WDC
10.30 a.m. – 12.00 noon	: Introduction to teaching methods	WDC
01.00 p.m. – 02.30 p.m.	: Aims and objectives	CB
02.45 p.m. – 04.00 p.m.	: Training needs and target population	CB

***Day 4: 09<sup>th</sup> February, 2018***

09.00 a.m. – 10.15 a.m.	: Learning Strategies	WDC
10.30 a.m. – 12.00 noon	: Tutorials	WDC
01.00 p.m. – 02.30 p.m.	: Teaching philosophy and portfolios	JM
02.45 p.m. – 04.00 p.m.	: Group teaching	CB

***Resource Persons:***

PK – Prof. S.H.P. Parakrama Karunaratne, SKN – Dr. S.K. Navaratnarajah, RP – Prof. Ranjith Pallegama, KM – Prof. Kosala Marambe, CB – Dr. Chalinda Beneragama, WDC – Dr. W.D. Chandrasena, JM – Dr. Janakie Mohotti

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***Segment 1 - Week 2 (12<sup>th</sup> to 16<sup>th</sup> February, 2018)***

***Day 2: 12<sup>th</sup> February, 2018***

09.00 a.m. – 10.15 a.m.	: Workplace conflict	RP
10.30 a.m. – 12.00 noon.	: Approaches to learning	WDC
01.00 p.m. – 02.30 p.m.	: Introduction to outcome based education	RP
02.45 p.m. – 04.00 p.m.	: Discussions	PV

***Day 3: 14<sup>th</sup> February, 2018***

09.00 a.m. – 10.30 a.m.	: Introduction to the University system	BM
10.30 a.m. – 12.00 noon	: Effective Presentation Skills	CA
01.00 p.m. – 02.30 p.m.	: Role play and case studies	BMK
02.45 p.m. – 04.00 p.m.	: Interpersonal relationships	BMK

***Day 4: 15<sup>th</sup> February, 2018***

09.00 a.m. – 10.15 a.m.	: Outcome based curriculum development I	RP
10.30 a.m. – 12.00 noon	: Outcome based curriculum development II	RP
01.00 p.m. – 02.30 p.m.	: Outcome based curriculum development III	RP
02.45 p.m. – 04.00 p.m.	: Constructive alignment & course design	RP

***Day 4: 16<sup>th</sup> February, 2018***

09.00 a.m. – 10.15 a.m.	: Theory lesson demonstration	CB
10.30 a.m. – 12.00 noon	: lesson analysis & lesson Planning	CB
01.00 p.m. – 02.30 p.m.	: Student centered theory teaching I	RMM
02.45 p.m. – 04.00 p.m.	: Student centered theory teaching I	RMM

***Resource Persons:***

PK – Prof. S.H.P. Parakrama Karunaratne, SKN – Dr. S.K. Navaratnarajah, RP – Prof. Ranjith Pallegama, KM – Prof. Kosala Marambe, CB – Dr. Chalinda Beneragama, WDC – Dr. W.D. Chandrasena, BM – Prof. Buddhi Marambe, PV – Dr. Pushpa Vitharana, JM – Dr. Janakie Mohotti

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*Segment 2 - Week 1 (01<sup>st</sup> May to 15<sup>th</sup> May, 2018)*

**Day 1: 01<sup>st</sup> May, 2018**

09.00 a.m. – 10.15 a.m.	: Curriculum development discussion	RP
10.30 a.m. – 12.00 noon.	: Giving and receiving feed back	RM
01.00 p.m. – 02.30 p.m.	: Problem based learning I	RJ
02.45 p.m. – 04.00 p.m.	: Problem based learning II	RJ

**Day 2: 02<sup>nd</sup> May, 2018**

09.00 a.m. – 10.30 a.m.	: Scientific methods	ROT
10.45 a.m. – 12.00 noon	: Sampling techniques	ROT
01.00 p.m. – 02.30 p.m.	: Introduction to counseling	ND
02.45 p.m. – 04.00 p.m.	: Workshop on teaching practice	RP

**Day 3: 03<sup>rd</sup> May, 2018**

09.00 a.m. – 10.15 a.m.	: Introduction to assessment & evaluation	CB
10.30 a.m. – 12.00 noon	: Assessment methods & types of questions	CB
01.00 p.m. – 02.30 p.m.	: Marking scheme, and model answers	CB
02.45 p.m. – 04.00 p.m.	: Grading of students	CB

**Day 4: 04<sup>th</sup> May, 2018**

09.00 a.m. – 10.15 a.m.	: Emotional Intelligence	BMK
10.30 a.m. – 12.00 noon	: Emotional Intelligence	BMK
01.00 p.m. – 02.30 p.m.	: Time Management	JE
02.45 p.m. – 04.00 p.m.	: Time Management	JE

**Day 4: 08<sup>th</sup> May, 2018**

09.00 a.m. – 10.15 a.m.	: Design and analysis of experiments	ROT
10.30 a.m. – 12.00 noon	: Design and analysis of experiments	ROT
01.00 p.m. – 02.30 p.m.	: Biological basis of learning and memory I	RP
02.45 p.m. – 04.00 p.m.	: Biological basis of learning and memory II	RP

**Resource Persons:**

RP – Prof. Ranjith Pallegama, RMM – Prof. R.M. Mudiyanse, RJ – Prof. Ruwan Jayasinghe, ROT – Prof. R.O. Thatil, ND – Prof. Nimal Dharmasena, CB – Dr. Chalinda Beneragama, BMK – Dr. B.M.K. Perera, JE – Dr. Jayalath Edirisinghe, SB – Dr. Shama Banneheka,

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*Segment 2 - Week 2*

**Day 2: 09<sup>th</sup> May, 2018**

09.00 a.m. – 10.15 a.m.	: Ethics and the university teacher	SA
10.30 a.m. – 12.00 noon.	: Ethics and the university teacher	SA
01.00 p.m. – 02.30 p.m.	: Communication skills for academics	JE
02.45 p.m. – 04.00 p.m.	: Communication skills for academics	JE

**Day 3: 10<sup>th</sup> May, 2018**

09.00 a.m. – 10.30 a.m.	: Introduction to teaching/ learning resources	SB
10.45 a.m. – 12.00 noon	: Effective questioning	CB
01.00 p.m. – 02.30 p.m.	: Research projects viva & seminar assessments	TM
02.45 p.m. – 04.00 p.m.	: Research projects viva & seminar assessments	TM

**Day 4: 11<sup>th</sup> May, 2018**

09.00 a.m. – 10.30 a.m.	: Theory teaching practice	CA/WDC
10.45 a.m. – 12.15 p.m.	: Theory teaching practice	CA/WDC
01.15 p.m. – 02.45 p.m.	: Theory teaching practice	CA/JW
03.00 p.m. – 04.30 p.m.	: Theory teaching practice	CA/JW

**Day 4: 14<sup>th</sup> May, 2018**

09.00 a.m. – 10.30 a.m.	: Theory teaching practice	AL/WDC
10.45 a.m. – 12.15 p.m.	: Theory teaching practice	AL/WDC
01.15 p.m. – 02.45 p.m.	: Theory teaching practice	RJ/JW
03.00 p.m. – 04.30 p.m.	: Theory teaching practice	RJ/JW

**Day 4: 15<sup>th</sup> May, 2018**

09.00 a.m. – 10.30 a.m.	: Theory teaching practice	RJ/WDC
10.45 a.m. – 12.15 p.m.	: Theory teaching practice	RJ/WDC
01.15 p.m. – 02.45 p.m.	: Theory teaching practice	CA/CW
03.00 p.m. – 04.30 p.m.	: Theory teaching practice	CA/CW

**Resource Persons:**

SA – Prof. Sarath Abayakoon, JE – Dr. Jayalath Edirisinghe, CB – Dr. Chalinda Beneragama, TM – Prof. W.M.T. Madhujith, CA – Prof. Charmalie Abeysekera, WDC – Dr. W.D. Chandrasena, JW – Dr. Janaka Wijayakulasuriya, AL – Prof. Amarakeerthi Liyanage, RJ – Prof. Ruwan Jayasinghe, CW – Prof. C. Wickremagama

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***Segment 3- Week 1 (21<sup>st</sup> to 25<sup>th</sup> May, 2018)***

**Day 1: 21<sup>st</sup> May, 2018 (Monday)**

09.00 a.m. – 10.30 a.m.	: Educational research	WDC
10.45 a.m. – 12.15 p.m.	: Getting published: awakening your inner scientist	HS
01.00 p.m. – 02.30 p.m.	: How to preparation for skills teaching practice	RP
02.45 p.m. – 04.00 p.m.	: Proctoral system of the University	RJ

**Day 2: 22<sup>nd</sup> May, 2018 (Tuesday)**

09.00 a.m. – 10.15 a.m.	: Handling student problems	SA
10.30 a.m. – 12.00 p.m.	: Web based resources to support your research	SK
01.15 p.m. – 02.30 p.m.	: Teacher and course evaluation	PS
02.45 p.m. – 04.00 p.m.	: Use of digital visuals in teaching	RP

**Day 3: 23<sup>rd</sup> May, 2018 (Wednesday)**

09.00 a.m. – 10.15 a.m.	: Research designing & writing proposals	GP
10.30 a.m. – 12.00 noon	: Quality assurance in university functions	RP
01.00 p.m. – 02.00 p.m.	: University financial regulations	ERE
02.00 p.m. – 03.45 p.m.	: Do's and Don'ts in technical writing	BM

**Day 4: 24<sup>th</sup> May, 2018 (Thursday)**

09.00 a.m. – 10.15 a.m.	: Skills teaching – demonstration	CB
10.30 a.m. – 12.00 noon	: Skills analysis	CB
01.00 p.m. – 02.30 p.m.	: Inventory control and procurement procedures	ERE
02.45 p.m. – 04.00 p.m.	: Strategic planning & management for universities	VW

**Day 5: 25<sup>th</sup> May, 2018 (Friday)**

09.00 a.m. – 10.15 a.m.	: Web based resources for teaching and learning	JW
10.30 a.m. – 12.00 noon	: Web based resources for teaching and learning	JW
01.00 p.m. – 02.30 p.m.	: Online teaching with Moodle	IR
02.45 p.m. – 04.00 p.m.	: Online teaching with Moodle	IR

WDC – Dr. W.D. Chandrasena, HS- Dr. Himal Suraweera, RP – Prof. Ranjith Pallegama, RJ – Prof. Ruwan Jayasinghe, SA – Prof. Sajjiv Ariyasinghe, SK – Dr. Suranga Kodituwakku, PS- Prof. Pradeepa Silva, BM – Prof. Buddhi Marambe, GP – Prof. D. K.N.G. Pushpakumara, ERE – Mr. E.A.R.M. Edirisinghe, CB – Dr. Chalinda Beneragama, VW – Prof. Vajira Weerasinghe, JW - Dr. Janaka Wijayakulasuriya, IR - Ms. Iroshani Ratnapala,

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**Segment 3- Week 2 (28<sup>th</sup> May to 1<sup>st</sup> June, 2018)**

**Day 2: 28<sup>th</sup> May, 2018 (Monday)**

08.30 a.m. – 10.00 a.m.	: Teaching Practice (skills)	CA/SK
10.15 a.m. – 12.30 p.m.	: Teaching Practice (skills)	CA/SK
01.15 p.m. – 02.45 p.m.	: Teaching Practice (skills)	CA/RP
03.00 p.m. – 04.30 p.m.	: Teaching Practice (skills)	CA/RP

**Day 4: 30<sup>th</sup> May, 2018 (Wednesday)**

08.30 a.m. – 09.45 a.m.	: Sexual Harassment & Violence (SHV) at the University the facts, the laws and the policies	CW
10.00 a.m. – 12.30 p.m.	: Teaching Practice (skills)	WDC/SK
01.15 p.m. – 03.00 p.m.	: Teaching Practice (skills)	RJ/WDC
03.15 p.m. – 04.45 p.m.	: University legislation	PK

**Day 5: 31<sup>st</sup> May, 2018 (Thursday)**

08.30 a.m. – 10.00 a.m.	: Teaching Practice (skills)	RJ/JW
10.15 a.m. – 12.30 p.m.	: Teaching Practice (skills)	RJ/JW
01.15 p.m. – 02.45 p.m.	: Teaching Practice (skills)	RP/PS
03.00 p.m. – 04.45 p.m.	: Teaching Practice (skills)	RP/PS

**Day 5: 01<sup>st</sup> June, 2018 (Friday)**

09.00 a.m. – 10.30 a.m.	: A Guide to your promotions	BM
10.45 a.m. – 12.30 p.m.	: Workplace conflicts	RP
12.15 p.m. – 01.00 p.m.	: Action Plan and workshop evaluation	RP
03.00 p.m. – 04.00 p.m.	: Closing ceremony	

CA – Prof. Charmalie Abeysekera, SK – Dr. Suranga Kodituwakku, RP – Prof. Ranjith Pallegama CW – Prof. C. Wickremagamage, WDC – Dr. W.D Chandrasena. RJ – Prof. Ruwan Jayasinghe PK – Prof. S.H.P. Parakrama Karunaratne, JW – Dr. Janaka Wijayakulasooriya, Prof. Pradeepa Silva, BM – Prof. Buddhi Marambe