



Revision No. : 01
Version No.: 00
Effective Date : 15 May 2020

OFFICE OF KNOWLEDGE FOR CHANGE AND ADVANCEMENT

Log of the sessions, and activities carried out during the remote learning sessions

Kulliyah/Department:	STUDENT AFFAIRS AND DEVELOPMENT DIVISION
Lecturer's name:	
Course code/course title:	
Section no.	

No.	Date	Time	Duration	Platform	No. of Attendees	Activities	Comments/reflections

Note: The form is used in reference to Section 6: Conduct Of Classes During ERTL Period of the Official Guideline on Emergency Remote Teaching And Learning (ERTL) During the COVID-19 Pandemic 03/2020



No.	Date	Time	Duration	Platform	No. of Attendees	Activities	Comments/reflections

IMPORTANT NOTES:

- 1) To provide online proof for each session.**

Example:

Online platform: GOOGLE MEET

To attach the screen shot for each session.

- 2) To take the attendance via Google Form**

Note: The form is used in reference to Section 6: Conduct Of Classes During ERTL Period of the Official Guideline on Emergency Remote Teaching And Learning (ERTL) During the COVID-19 Pandemic 03/2020