

Teaching Assistant

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Work experience

June 2016 – Present

Cairo University, Faculty of Mass Communication, Radio and Television
Department
Teaching Assistant

- Record students' attendance
- Make sure students have received the course textbook
- Tutor students and assist with assignments
- Organize and participate in the department activities, seminars, and conferences
- Monitor students during class work and exams and record their grades
- Manage student behaviour as appropriate
- Participate in practical trainings
- Supervise graduation projects
- Offer special assistance for students facing academic problems during office hours

Education

Cairo University
B.A. in Mass Communication – 2015
Sub-specialty: Radio and Television