SILA Faculty Development 2022 Report

Date	Presenter(s)	Topic	Content	Number of Participants
April 7	A. Passos	New Curriculum Tracks Explanation	Provide a brief explanation about the new tracks and how to help students register during the orientation.	27
May 25	C. Yamamoto	Keeping Track of Students Graduation Requirements	Faculty was shown a shared spreadsheet where we can all keep track of students' graduation requirements in the new tracks	27
January 20	F. Botta	Alternative Careers for Humanities and Social Science Grads	A brief discussion on the relevancy of humanities and social sciences nowadays	13
On demand	A. Passos	Basic Usage of UNIPA	The recorded videos provide instruction s on how to operate our Student Management System.	20
On demand	A. Passos	Moodle Gradebook (basic)	Basic explanation about how to setup your gradebook in Moodle	6
On demand	C. Yamamoto	Poster Printer	A brief explanation about how to operate the Poster Printer and how to start using it as soon as possible	5

Session Feedback Form

1. The objectives of the session were clearly defined.
2. Participation and interaction were encouraged.
3. The topics covered were relevant to me.
4. The content was organized and easy to follow.
5. The session experience will be useful in my work.
6. The presenter was knowledgeable about the training topics.
7. The session length and pace were appropriate.
8. The session room and facilities were appropriate.
9. The materials distributed were helpful.
10. What aspects of the session could be improved?
11. How do you plan to apply the contents of this session to your work?
12. Additional comments

NOTE:

Number **1** = STRONGLY DISAGREE
Number **5** = STRONGLY AGREE

New Curriculum Tracks Explanation (A. Passos)

Date: April 7, 2022

Session Start/End Time: 13:30~14:30

Place: 2-307

Summary:

A. Passos explained the material previously sent by email with the course list for each of the new three tracks. Faculty is responsible for advising incoming students regarding which courses to take in each track, and this session aims to clarify the rules.

Participants:

Attendees:

Anderson Passos	○	**Hironori Hayase**	○
Anne Howard	○	Iain Stanley	○
Anthony Diaz	○	Ikuko Hayase	○
Aya Kasai	○	**Jason Adachi**	○
Brendan Rodda	○	**Kenji Yano**	○
Cathrine-Mette Mork	○	Manh Tien Vu	○
Craig Tadashi Yamamoto	○	Marc Waterfield	○
Debra Occhi	○	Paul Richards	○
Ellen Head	○	Pawel Mlodkowski	○
Erik Bond	○	Rebecca Schmidt	○
Eunsoo Cho	○	Shigeo Kuwabara	○
Felix Jimenez	○	Sunghee Cho	○
Futoshi Kobayashi	○	**Yuji Kawagoe**	○
Gregory Dunne	○		

New Curriculum Track Explanation (A. Passos) - Session Feedback

Q1	Q2	Q3	Q4	Q5	Q6	Q7	Q8	Q9	Q10	Q11	Q12
5	5	5	5	5	5	5	5	5			
5	5	5	5	5	5	5	5	5	Clearer breakdown of track requirements	It will be much easier to advise students regarding track requirements.	It would be useful to have a curriculum framework of suggested courses from year to year of each track.
5	5	5	5	5	5	5	5	5			
4	4	4	4	4	4	4	5	5			
5	5	4	4	4	5	5	5	4		Necessary for advising.	The curriculum tracks are inherently complex. They do not directly impact day-to-day teaching and will need to be reviewed periodically. It would help if the database could actually explain the requirements.
5	3	5	5	5	4	4	5	4	More opportunity for structured talk between different sections for example content and language.	I am teaching students in the liberal arts strand and education strand so I already apply it in the sense of being aware of their needs.	It was useful for advising freshmen.
5	5	5	5	5	5	5	5	5	New Curriculum Tracks	New Curriculum Tracks	

Curriculum Table

Category	1st-year Spring	c	1st-year Fall	c	2nd-year Spring	c	2nd-year Fall	c	3rd-year Spring	c	3rd-year Fall	c	4th-year Spring	c	4th-year Fall	c
学部共通教育科目	Academic English (1)	4	Academic English(2)	4	Academic English(3)	4	(Study Abroad one month in September)	14			Senior Thesis 1	2			Senior Thesis 2	4
	Introduction to Liberal Arts	2	Introduction to Global Citizenship	2												
	Introduction to Information and Communication Technology		Japanese Expression 1	4	Japanese Expression 2	2			Japanese Expression 3	2						
	Career Design 1	2			Career Design 2	2			Career Design 3	2						
トラック必修科目 or 選択必修科目	Literary Studies for English Learning	2	TC English	2	Second Language Acquisition Theory 1	2	English Teaching Methodologies 1	2	English Teaching Methodologies 2	2	English Linguistics 2	2	English Teaching Methodologies 4		Practical Applications in the Teaching Profession (JHS/HS)	2
	Introduction to Cross-Cultural Understanding	2	Phonology for English Pronunciation Instruction	2	English Literature B	2	British Thought and Culture 1	2	English Linguistics 1	4	English Teaching Methodologies 3	2	Pre- and Post-Practicum	1		
	Introduction to the Teaching Profession	2	Linguistics for English Learning	2	Constitution of Japan	2	American Thought and Culture	2	Understanding English Literature	2	English Expression as a Language of Instruction	2	Practicum 1	2		
	Physical Education	1	English Literature A	1	The Educational System	2	Second Language Acquisition Theory 2	2	English Literature Analysis 1	2	Academic Speaking	2	Practicum 2	2		
			Principles of Education	2	Structure of the Educational Curriculum	2	Special Activities	2	British Thought and Culture 2	2	Moral Education	2				
			Health Science	1			Educational Technologies and Techniques of Communication		Multicultural Studies	2	Theories and Methods of Student Guidance	1				
			Education and ICT utilization methods	1					Academic Writing	2	Introduction to Special Education	2				
									Educational Psychology	2	Teaching Methods in Comprehensive Study Time	1				
									Educational Counseling	2	介護等体験	1				
計		19		20		18		24		18		17		7		6
選択科目	Introduction to Literature	2			Study of Social Issues	2			British Literature	2	British Literature	2				
					Contemporary Japanese Arts and Culture	2			American Literature	2	American Literature	2				
											English Literature Analysis 2	2				
									Business English	2	Business English	2				

Total: 129

Subjects in the Other Tracks

1st year

Spring — Title	単位	Fall — Title	単位
Communicative English 1	4	Communicative English 2	4
Academic English 1	4	Academic English 2	4
Introduction to Liberal Arts	2	Introduction to Global Citizenship	2
Introduction to Information Communication Technology	4	Japanese Expression 1	4
Career Design 1	2		
Introduction to Marketing (Kuwahara) 日本語	2	Introduction to Accounting 1 (Ito) 日本語	2
		Introduction to Bookkeeping (Ito) 日本語	2
		Introduction to General Business Practice 1 (Kuwahara) 日本語	2
Japanese Language for Non-native Speakers (必修)	2	Japanese Language for Non-native Speakers (必修)	2
Introduction to Business Strategies (Kuwahara) 日本語	2		
Total	**22**	**Total**	**18**

2nd year

Spring — Title	単位	Fall — Title	単位
Communicative English 3	4		
Academic English 3	4		
Career Design 2	2		
Japanese Expression 2	2		
International Social Issues	4		
Introduction to Modern Business Theory (Kuwahara) 日本語	2	Global Studies (Study Abroad)	14
Introduction to General Business Practice 2 (Kuwahara) 日本語	2	Introduction to Accounting 2 (Ito) 日本語	2
Total	**18**	**Total**	**20**

3rd year

Spring — Title	単位	Fall — Title	単位
Specialized Seminar for Graduation Thesis 1 (ALL)	1	Specialized Seminar for Graduation Thesis 2 (ALL)	1
Career Design 3	2		
Japanese Expression 3	2		
Microeconomics (Vu)	2	Microeconomics (Vu)	2
Tourism Industry (Yamamoto)	2	Macroeconomics (Vu)	2
Business Administration (ENG)	2	International Trade (Mlodkowski)	2
Data Collection (ENG)	2	Presentations and Public Speaking (Adachi)	2
		Data Analysis (ENG)	2
Principles of Web Design (Passos)	2	Principles of Web Design (Passos)	2
Business English (Yamamoto)	2	Business English (Yamamoto)	2
Economy of Japan 1 (Vu)	2	Economy of Japan 2 (Vu)	2
International Business (Mlodkowski)	2	International Business (Mlodkowski)	2
Modern Labor Economics (Vu)	2	Industrial Organization (Vu)	2
Topics in Economics 1 (Vu)	2	Topics in Economics 2 (Vu)	2
Economics of Development (Vu)	2		
Investment Management 1 (Mlodkowski)	2	Investment Management 2 (Mlodkowski)	2
Corporate Finance 1 (Mlodkowski)	2	Corporate Finance 2 (Mlodkowski)	2
Studies in Entrepreneurship 1 (Mlodkowski)	2	Studies in Entrepreneurship 2 (Mlodkowski)	2
Hospitality Management 1 (Yamamoto)	2	Hospitality Management 2 (Yamamoto)	2
Corporate Practice (Kuwahara) 日本語	2	Practical Business Exercises (Kuwahara) 日本語	2
Total	**21**	**Total**	**21**

4th year

Spring — Title	単位	Fall — Title	単位
Specialized Seminar for Graduation Thesis 3 (ALL)	2	Specialized Seminar for Graduation Thesis 4 (ALL)	2
IBM Track Internship	2		
Total	**6**	**Total**	**2**

124

トラック必修科目 - Must be completed by the end of 2nd year taught in Japanese; Non-native Japanese speakers must complete ONLY Japanese Language courses

資格科目 - All 1st and 2nd year certification courses taught in Japanese

※ TOEIC Scores must exceed 350 by the beginning 1st year/Fall Semester

モ TOEIC Scores must exceed 550 by the end of 2nd year/Fall Semester

Minimum language requirement to enter International Business Management track 450 TOEIC score

*Scores between 450-549 may enter on a probationary period until they can achieve a TOEIC score of over 550.

必須科目 - Minimum TOEIC score of 450 is required

必須科目 - Must successfully finish ALL 8 courses (16 credits) by the end of 3rd year

選択科目 - Must successfully complete a minimum 16 IBM credits to complete track

TOEIC Scores must exceed 600 by the end of 3rd year/Fall Semester

Senior Thesis course, renamed Specialized Seminar for Graduation Thesis 1 and 2

split into 8 lessons per term in odd weeks (i.e. Wk 1, Wk 3, etc.) by ALL faculty

選択科目 - 4th year internship (must complete a minimum of 30 hours)

Specialized Seminar for Graduation Thesis 3 and 4 to be taught by ALL faculty

Must achieve a minimum 650 TOEIC score

to meet graduation language requirement

Must successfully complete a minimum of 124 credits

Liberal Arts

	1st-year Spring	c	1st-year Fall	c	2nd-year Spring	c	2nd-year Fall	c	3rd-year Spring	c	3rd-year Fall	c	4th-year Spring	c	4th-year Fall	c
	title	c	title	c	title	c	title	c	title	c	title	c	title	c	title	c
リ	Communicative English	4	Communicative English	4	Communicative English	4	Global Studies	4			Senior Thesis	2			Senior Thesis	4
ベ	Academic English	4	Academic English	4	Academic English	4										
ラ	Introduction to Liberal Arts	2	Introduction to Global Citizenship (SDGs)	2	Introduction to Cultures of English-speaking Countries	2										
ル																
ア	Introduction to Information and Communication Technology	4	Japanese Expression 1	2	Japanese Expressio 2	2			Japanese Expression 3	2						
ー																
ツ	Career Design 1	2			Career Design 2	2			Career Design 3	2						
必	Introduction to Art History A	2			Issues in Cross-Cultural Communication	4			SDGs Seminar I from Humanities	4	SDGs Seminar 2 from Social Science	4				
	Introduction to Philisophy	2			International Social Issues	4			Humanities: From Art History, Language & Literature, Philosophy & Religion, or History		1 subject from Art History, History, Language & Literature, respectively					20
	Introducation to Religon	2	over 13 credits from the subjects in the left column		Issues in Education	4	over 4 credits from the subjects in the left column	14								4
	Introduction to Literature	2			Comparative Political Issues	4					2 subjects from Philosophy & Religion					8
	Introduction to History	2			Issues in Personal Development	4			Social Science: Anthlopology, Political Science, Psychology, or Sociology							20
ト	Introduction to Visual Arts	2			Issues in Human Relationships	4					1 subject from Anthlopology, Political Science, Psychology, or Sociology, respectively					16
ラ	Introduction to Anthroology	2			Japanese Thought and Arts	4										
ッ	Introduction to Political Science	2			Japanese Popular Culture	4			Humanities: From Art History, Language & Literature, Philosophy & Religion, or History		Humanities: From Art History, Language & Literature, Philosophy & Religion, or History					12
ク																
修	Introduction to Psychology	2			Japanese Art	4					others					4
	Introduction to Sociology	2			Japanese Folklore and Folklife	4			Social Science: Anthlopology, Political Science, Psychology, or Sociology		Social Science: Anthlopology, Political Science, Psychology, or Sociology					8
	Introduction to Cognitve Psychology	2			Modern Japanese Literature	4					others					4
	Introduction to Art History B				Japanese Photographic Expression and Methods	4										
	Introduction to Mathematical Thought	2														
そ																
の																
他																

Subjects in the other tracks

Keeping Track of Students Graduation Requirements (C. Yamamoto)

Date: May 25, 2022

Session Start/End Time: 16:45~17:15

Place: 1-221

Summary:

A. Passos explained the material previously sent by email with the course list for each of the new three tracks. Faculty is responsible for advising incoming students regarding which courses to take in each track, and this session aims to clarify the rules.

Participants:

Attendees:

Anderson Passos	○	**Hironori Hayase**	○
Anne Howard	○	Iain Stanley	
Anthony Diaz	○	Ikuko Hayase	
Aya Kasai	○	**Jason Adachi**	○
Brendan Rodda	○	**Kenji Yano**	○
Cathrine-Mette Mork	○	Manh Tien Vu	○
Craig Tadashi Yamamoto	○	Marc Waterfield	○
Debra Occhi	○	Paul Richards	○
Ellen Head	○	Pawel Mlodkowski	○
Erik Bond	○	Rebecca Schmidt	○
Eunsoo Cho	○	Shigeo Kuwabara	○
Felix Jimenez	○	Sunghee Cho	○
Futoshi Kobayashi	○	**Yuji Kawagoe**	○
Gregory Dunne	○		

Keeping Track of Students Graduation Requirements (C. Yamamoto) - Session Feedback

Q1	Q2	Q3	Q4	Q5	Q6	Q7	Q8	Q9	Q10	Q11	Q12
5	5	5	5	5	5	5	5	5			
5	5	5	5	5	5	3	5	5	Needed more time to present topic.	Tracking students credits to better advise them regarding graduation requirements and courses to register for.	Should have a follow up FD now that the 1st semester is completed.
5	5	5	5	5	5	5	5	5			
5	5	5	5	5	5	5	5	5			Thank you Craig for your hard work making the spreadsheet.
5	5	5	5	5	5	5	5	5		The system will undoubtedly help to advise students going forward.	It is ironic that this kind of system is necessary when it should be a basic function of an academic database. Excellent idea and thank you for the FD.
5	2	5	4	5	5	5	5	4	It was an efficient and short session,	TRacking my student's was useful for me.	I am not sure if I already did the thing I am supposed to do according to that spreadsheet. I did the thing of marking which are my students but I don't think I have marked the ones who got the credit yet.
5	5	5	5	5	5	5	5	5	Keeping Track of Students Graduation Requirements	Keeping Track of Students Graduation Requirements	

General Education Courses (基礎教育科目)

Col	Course	Unit
H	AE1 Academic English 1	4
I	AE2 Academic English 2	4
J	AE3 Academic English 3	4
K	CE1 Communicative English 1	4
L	CE2 Communicative English 2	4
M	CE3 Communicative English 3	4
N	MIC101 Freshman Seminar	2
O	LAI101 Introduction to Global Citizenship	2
P	LAI102 Introduction to Information and Communication Technology	4
Q	CED1 Career Design1	2
R	CED2 Career Design2	2
S	CED3 Career Design3	2
T	CED4 Career Activities	1
U	CED5 Applied Digital Skills	2
V	CED6 Natural Disasters and Prevention	2
W	JST1 Japanese Studies	2
X	JST2 Japanese Studies	2
Y	JST3 Japanese Studies	2
Z	JEX1 Japanese Expression 1	2
AA	JEX2 Japanese Expression 2	2
AB	JEX3 Japanese Expression 3	2

Track columns: E = IBM Track, F = English Ed Track, G = GLA Track

Legend (left margin):
- … Education compulsory courses.
- … ted compulsory courses.
- … ted compulsory courses.
- … for non-native speakers of Japanese.

Matrix (o = circle, x = cross, ■ = red-filled cell, blank = white cell):

Row	IBM (E)	Eng Ed (F)	GLA (G)	AE1 (H)	AE2 (I)	AE3 (J)	CE1 (K)	CE2 (L)	CE3 (M)	MIC101 (N)	LAI101 (O)	LAI102 (P)	CED1 (Q)	CED2 (R)	CED3 (S)	CED4 (T)	CED5 (U)	CED6 (V)	JST1 (W)	JST2 (X)	JST3 (Y)	JEX1 (Z)	JEX2 (AA)	JEX3 (AB)
1			o	o	■	■	o	■	■	o	■	o	o	■	■							■	■	■
2	o			x	■	■	x	■	■	o	■	o	o	■	■							■	■	■
3			o	o	■	■	o	■	■	o	■	o	o	■	■							■	■	■
4			o	o	■	■	o	■	■	o	■	o	o	■	■							■	■	■
5	o		o	o	■	■	o	■	■	o	■	o	o	■	■							■	■	■
6				o	■	■	o	■	■	o	■	o	o	■	■							■	■	■
7			o	o	■	■	o	■	■	o	■	o	o	■	■							■	■	■
8			o	o	■	■	o	■	■	o	■	o	o	■	■							■	■	■
9			o	o	■	■	o	■	■	o	■	o	o	■	■							■	■	■
10			o	o	■	■	o	■	■	o	■	o	o	■	■							■	■	■
11			o	o	■	■	o	■	■	o	■	o	o	■	■							■	■	■
12			o	o	■	■	o	■	■	o	■	o	o	■	■							■	■	■
13			o	o	■	■	o	■	■	o	■	o	o	■	■							■	■	■
14			o	x	■	■	x			o	■	o	o	■	■							■	■	■
15				x	■	■	o			o	■	o	o	■	■							■	■	■
16			o	o	■	■	o	■	■	o	■	o	o	■	■							■	■	■
17			o	o	■	■	o	■	■	o	■	o	o	■	■							■	■	■
18		o	o	o	■	■	o	■	■	o	■	o	o	■	■							■	■	■
19			o	o	■	■	o	■	■	o	■	o	o	■	■							■	■	■
20	o			o	■	■	o	■	■	o	■	o	o	■	■							■	■	■

Alternative Careers for Humanities and Social Science Grads (F. Botta)

Date: January 20, 2023

Session Start/End Time: 16:30 ~ 17:00

Place: CCR2

Summary:

The presenter briefly discussed the relevance of humanities and social sciences nowadays. The presentation covered the common information we have about jobs that our graduates are getting and expands it to include UX, which is a fairly new career but started taking off after the pandemic. The discussion follows to list up the skills MIC students should be nurturing and how we can help them finding good paying jobs.

Participants:

Attendees:

Amy Walker	○	**Gregory Dunne**	○
Anderson Passos	○	**Hironori Hayase**	
Anne Howard	○	Iain Stanley	
Anthony Diaz	○	Ikuko Hayase	○
Aya Kasai		**Jason Adachi**	○
Brendan Rodda		**Kenji Yano**	
Cathrine-Mette Mork		Manh Tien Vu	
Craig Tadashi Yamamoto	○	Marc Waterfield	○
Debra Occhi		Paul Richards	
Ellen Head	○	Pawel Mlodkowski	
Eunsoo Cho		Rebecca Schmidt	○
Felix Jimenez	○	Shigeo Kuwabara	○
Futoshi Kobayashi		**Yuji Kawagoe**	

Alternative Careers for Humanities and Social Science Grads (F. Botta)

Q1	Q2	Q3	Q4	Q5	Q6	Q7	Q8	Q9	Q10	Q11	Q12
5	5	5	5	5	5	5	5				
5	5	5	5	5	5	5	5	5	N/a	Guiding students as an advisor, I will refer to the information he gave about new kinds of careers which are opening up	Great session.
4	5			4			5	3		We will use this information in our future planning for the IBM course.	
5	5	5	5	4	5	5	5	4	A little more Japanese context would be nice.	Advising students	

Basic Usage of UNIPA (A. Passos)

Date: Asynchronous FD (open on August 4)

Session Start/End Time: N/A

Place: N/A

Summary:

> The recorded videos provide instructions on how to operate our Student Management System. The explanation covers: Getting student pictures, Manage attendance, Enter grades and Class date management (cancelation, changes and additions)

Participants:

Attendees:

Anderson Passos	Aug 4	Hironori Hayase	Sep 6
Anne Howard		Iain Stanley	Sep 13
Anthony Diaz	Sep 6	Ikuko Hayase	Sep 6
Aya Kasai	Sep 7	Jason Adachi	Aug 22
Brendan Rodda		Kenji Yano	
Cathrine-Mette Mork	Sep 8	Manh Tien Vu	Aug 22
Craig Tadashi Yamamoto	Aug 22	Marc Waterfield	Sep 6
Debra Occhi	Sep 6	Paul Richards	Nov 24
Ellen Head	Aug 22	Pawel Mlodkowski	
Erik Bond		Rebecca Schmidt	Aug 22
Eunsoo Cho	Aug 22	Shigeo Kuwabara	Sep 6
Felix Jimenez	Sep 26	Sunghee Cho	
Futoshi Kobayashi	Aug 23	Yuji Kawagoe	
Gregory Dunne	Sep 8		

Basic Usage of UNIPA (A. Passos) - Session Feedback

Q1	Q2	Q3	Q4	Q5	Q6	Q7	Q8	Q9	Q10	Q11	Q12
5	5	5	5	5	5	5	5	5			
5	5	5	5	5	5	5	5	5	N/A	Improve my proficiency with UNIPA	N/A
5	5	5	5	5	5	5	5	5			
5	5	5	5	5	5	5	5	5		Critical for management of UNIPA. VERY helpful and an important resource for future reference.	
4	1	5	5	5	5	4	5	5	having it as video on demand was great. I think it would have been good to have it available a bit earlier. It was strange that this year we were told not to put grade into unipa and the material for training arrived just about the time when we were expected to put the grades into google, .	by using unipa again next semester.	
5	5	5	5	5	5	5	5	5			On demand FDs are very useful and good for time management.
5	5	5	5	5	5	5	5	5	UNIPA Usage	UNIPA Usage	
4	4	4	4	4	4	4	3	4	There are no improvements to the session.	I know how to use UNIPA.	
5	5	5	4	5	5	4	5	5			
5	3	4	5	5	5	4	4	4	Nothing in particular	the information is useful to my work as Chief of Student Affairs as Unipa gives me access to student information. Also, I will use the information	Nothing particular

										from this FD to navigate more smoothly through Uinpa.	
5	3	5	5	5	5	5	5	5	The session was great, it · € · s just that software is so poorly designed	It is essential to doing the grades and related stuff	Thanks for this FD!
3	3	3	3	3	3	3	3	3			
5	5	5	5	5	5	5	5	5			
5	5	5	5	5	5	5	5	5			
5	5	5	5	5	5	5	5	5			
5	5	5	5	5	5	5	4	5			
5	5	5	5	5	5	5	5	5	Production	Administration	
5	5	5	5	5	5	5	5	5			
4	4	4	4	4	4	4	4	4		Necessary for the administration of the classes	
5	4	4	5	4	5	5	5	5		I frequently forget how to change dates in UNIPA, so this review was helpful for that.	
5	5	5	5	5	5	5	5	5			
5	5	5	5	5	5	5	5	5			

Moodle Gradebook (basic) (A. Passos)

Date: Asynchronous FD (open on August 4)

Session Start/End Time: N/A

Place: N/A

Summary:

The recorded videos provide instructions on how to setup your gradebook in Moodle.

Participants:

Attendees:

Amy Walker	Nov 25	Gregory Dunne	
Anderson Passos	Aug 4	Hironori Hayase	Nov 28
Anne Howard		Iain Stanley	Feb 9
Anthony Diaz		Ikuko Hayase	
Aya Kasai		Jason Adachi	Nov 24
Brendan Rodda		Kenji Yano	
Cathrine-Mette Mork		Manh Tien Vu	
Craig Tadashi Yamamoto		Marc Waterfield	
Debra Occhi		Paul Richards	
Ellen Head		Pawel Mlodkowski	
Erik Bond		Rebecca Schmidt	
Eunsoo Cho		Shigeo Kuwabara	Nov 24
Felix Jimenez		Sunghee Cho	
Futoshi Kobayashi		Yuji Kawagoe	

Moodle Gradebook (basic) (A. Passos) - Session Feedback

Q1	Q2	Q3	Q4	Q5	Q6	Q7	Q8	Q9	Q10	Q11	Q12
4	4	5		5	5	5	5	4	Not particularly		
5	5	5	5	5	5	5	5	5	n/a	Necessary for management	The on-demand format is extremely useful. Tutorials when you need them are efficient and time-saving.
4	4	4	5	5	5	5	4	4		I haven't yet used Moodle and my courses aren't uploaded so I'm not sure how to implement the training	
5	5	5	5	5	5	5	5	5			
5	5	5	5	5	5	5	5	5			

Poster Printer (C. Yamamoto)

Date: Asynchronous FD (open on August 4)

Session Start/End Time: N/A

Place: N/A

Summary:

The recorded videos provide a brief explanation about how to operate the Poster Printer and how to start using it as soon as possible

Participants:

Attendees:

Anderson Passos	Aug 4	Hironori Hayase	
Anne Howard		Iain Stanley	Feb 9
Anthony Diaz		Ikuko Hayase	
Aya Kasai		Jason Adachi	
Brendan Rodda		Kenji Yano	
Cathrine-Mette Mork		Manh Tien Vu	
Craig Tadashi Yamamoto	Aug 4	Marc Waterfield	
Debra Occhi		Paul Richards	
Ellen Head		Pawel Mlodkowski	
Erik Bond		Rebecca Schmidt	Feb 2
Eunsoo Cho		Shigeo Kuwabara	
Felix Jimenez	Jan 26	Sunghee Cho	
Futoshi Kobayashi		Yuji Kawagoe	
Gregory Dunne			

Poster Printer (C. Yamamoto) - Session Feedback

Q1	Q2	Q3	Q4	Q5	Q6	Q7	Q8	Q9	Q10	Q11	Q12
5	5	5	5	5	5	5	5	5		Help students print their poster presentations.	
5	4	5	4	5	4	4	5	5	The voice was a little slow and the introduction too long.	Very useful for exactly what it is intended for.	Thank you very much for providing us with this printer. I think these on-demand FD sessions are a fantastic idea.
5	5	5	5	5	5	5	5	5			