

Dr. Heba Ahmed Hassan (Curriculum Vitae)

"Lecturer of Pharmacognosy & Phytochemistry"

▪ Personal / Contact Information	- E-mail Address: dr.hebaahmed2311@gmail.com , Heba.Hassan@ecu.edu.eg - Nationality: Egyptian - Current affiliation :Faculty Of Pharmacy & Drug Technology, Egyptian Chinese University (ECU)
▪ Education	-Bachelor of Pharmaceutical Sciences (BSC)-Cairo University 2006 Excellent with honor degree (37th position in honor list) -Diploma in Quality Control & Quality Assurance at Cairo University (2009) Faculty of Pharmacy- Cairo University(Excellent degree) -MSc. of Pharmaceutical Sciences in Pharmacognosy & Phytochemistry Faculty of Pharmacy- Cairo University (2009-2015) -PhD of Pharmaceutical Sciences in Pharmacognosy & Phytochemistry Faculty of Pharmacy- Cairo University (2021)
▪ Professional Experience	<u>April 2026-till present</u> Lecturer of pharmacognosy and phytochemistry at Faculty Of Pharmacy & Drug Technology- Egyptian Chinese University (ECU) <u>I-Fourteen years of academic teaching experience in pharmacognosy department, Faculty of Pharmacy in October University for Modern Sciences and Arts (MSA University) in Egypt in collaboration with Greenwich university in London</u> A-Working as Teaching Assistant (Aug. 2009-2016) <u>The responsibilities included:</u> ▪ Teaching and assisting in the delivery of academic education for undergraduates the courses include: PG101:Pharmacognosy 1 PG102:Pharmacognosy 2 PG211:Chemistry of natural products 1 PG311: Chemistry of natural products 2 PG411:Herbal medicine ▪ Providing extra hours for lectures and labs of above courses ▪ Supervising many graduation projects in Pharmacognosy Department, MSA University. ▪ I was a Member of "Graduation Project Committee" ▪ Involved in several administrative, academic and cultural activities in the university as admission and registration of students ▪ Participate in quality issues as course file preparation B-Working as assistant lecturer (Aug. 2016-Jan 2021) <u>The responsibilities included:</u> ▪ Teaching and assisting in the delivery of academic education for undergraduate students, the courses include: PG101/PHG111:Pharmacognosy I /medicinal plants I

	PG102/PHG112: Pharmacognosy II / medicinal plants II PG211/212: Chemistry of natural products I PG311/311n/PG314: Chemistry of natural products II PG313/312: Chemistry of natural products III PG321: Applied phytochemistry PG411: Herbal medicine PG413: Computational phytochemistry ▪ Providing extra hours for lectures and labs of above courses ▪ Supervising many graduation projects in Pharmacognosy Department. ▪ Member in many committees as: Attendance committee, e-learning committee, on probation students committee, chemical inspection & examination committee, chemicals & glassware purchasing committee and maintenance of research lab equipments committee ▪ Involved in registration and providing advice for on probation students ▪ Participate in correction of assignments, posters, quizzes and tutorials. Preparation of practical materials for students in the lab, preparation of practical exams, as well as, exam proctoring and exam marks review and statistical analysis. ▪ Participate in quality issues as course file preparation C-Working as lecturer (Feb. 2021-Feb 2023) <u>The responsibilities included:</u> ▪ Delivery of academic education for undergraduate students, the courses include: PG101/PHG111: Pharmacognosy I/ medicinal plants I PG102/PHG112: Pharmacognosy II/ medicinal plants II PG212: Chemistry of natural products I PG311/311n/PG314: Chemistry of natural products II PG313/312: Chemistry of natural products III PG321: Applied phytochemistry PG411: Herbal medicine ▪ Participated in preparation of postgraduate courses in pharmacognosy department ▪ Supervising graduation projects in Pharmacognosy Department. ▪ Member in many committees as: On probation students committee, chemical purchasing committee, academic advising assistants committee, irregular students committee, course file revising committee and quality committee ▪ Involved in registration and providing advice for on probation students ▪ Preparation of oral exams, theoretical midterm and final exams according to approved specification ▪ lab supervision, course files preparation, as well as, proctoring supervision and correction of exam papers. ▪ Experience in online teaching using zoom, google meets and teams and/or hybrid teaching ▪ Experience in using technology and learning management systems to effectively facilitate teaching, learning, assessment, and communication as khaooot and socrative
--	--

	▪ Application of interactive teaching methods in every lecture as open discussion and questions during and at end of the lecture, the use of illustrative videos, as well as, online quizzes using Quizzes platform and wordwall platform. <u>Member of quality committee performing the following according to the standards of the National Authority for Educational Guarantee and Accreditation</u> ▪ Participate in the preparation of faculty mission, vision and strategic objectives ▪ Preparation and revision of course files ▪ Preparation of course file evaluation sheets ▪ Preparation of module monitoring report of the courses ▪ Preparation of annual performance and self evaluation reports ▪ Preparation and modification in course specifications, course reports, blue prints and action plan of the courses as well as preparation of department action plan ▪ Investigation of students feedback on course and instructors and preparing the suitable and relevant action plan ▪ Ensure the Conformity of exam papers with the approved standard specification ▪ Being member of course file revising committee ,so I revise all course files of the department ensuring that all included information is corrected and updated according to the latest approved standard ▪ Responsible for preparation of quality standard called faculty staff members quality standard including ; the staff load, certificates, feedback of students on each staff member, attended courses, teacher assessments, appraisals, training plan reports of each member and the published researches of staff members. <u>2-Two years experience in the field of quality control at VACSERA (The Holding Company for Biological Products & Vaccines) and working with World Health Organization (WHO) in research and development of oral cholera & typhoid vaccines (2007-2009)</u> Working at VACSERA included: A-Quality control Specialist Main Responsibilities include: ▪ Working according to WHO (world health organization) ,GLP (good laboratory practice), ISO/IEC-17025 and safety requirements ▪ working with World Health Organization (WHO) in research and development of oral cholera & typhoid vaccines ▪ Apply testing procedures according to authorized SOPs, international references as: EUP (European pharmacopoeia), EP (Egyptian pharmacopoeia), USP (United States pharmacopoeia), WHO, internal regulatory standards. ▪ Perform tests on bacteriological vaccines & Antisera for different types of snakes, scorpions B-Working as quality & documentation coordinator in quality control unit: ▪ Facilitate the communication ,application of quality system between the lab unit ,Q.C quality affair, documentation & Q.A unit according to the requirements of WHO, GLP(good laboratory practice), ISO 9001,ISO 17025 & international standards
--	---

	▪ Dealing with internal & external audits ▪ Responsible for keeping the SOPs, records, protocols, and their revision, update according to different international references ▪ Dealing with newest documentation systems as: storage of data, handling of all documents according to their importance, confidentiality ▪ Assure that all cases of deviation, out of specific results are recorded, reported to quality affair, participate in investigation, making correction action <u>3-Three year experience as a community pharmacist (2006-2009)</u> -Provided professional pharmaceutical care by dispensing prescriptions accurately, counseling patients on proper medication use, dosage, and side effects -Managing OTC medication recommendations, monitoring patient needs, maintaining accurate records, and ensuring compliance with pharmacy regulations and safety standards.
▪ Conferences	- MSA Annual Conference For Pharmacy & Biotechnology Students (2010) - Transnational Multidisciplinary Research Conference (October 2018) - 3rd annual MSA-Greenwich Higher Education conference (April 2019) - Pharmacists in frontlines: New Challenges and Innovative Solutions (2020) -MSA MWHO second annual international conference(vaccination of covid 19 and its impact worldwide (2021)
▪ Training Courses / Workshops	-ICDL (International Computer Driving License) -TOEFL (Test of English as a Foreign Language) -First aid course Training on sales & marketing skills (T3A medical company) -<u>Attended courses</u> about time management, leadership, class management, communication skills, body language and course demonstrating different types of students personalities <u>Attended workshops in MSA University on:</u> -Student support and academic advising -E-interactive learning -Electronic skills assessment course -New guideliness in writing course specification & course report -Competencies and their inclusion in the course specification of the Pharm D program -Scientific literature citation and database -Workshop "Linking Scientific Research and Industry - Research Marketing - Patents - Intellectual Property" -Scientific literature citation and database -A workshop about spreading awareness of the teaching, learning and assessment strategies. -Live Webinar - 16 Personalities -Live Webinar - Business Writing for Success -Live Webinar - Creative Problem Solving -Live Webinar - Instructional Design Toolbox -Live Webinar - Learning Styles Series - Honey and Mumford learning styles -Live Webinar - Learning Styles Series - Who Are you? -Live Webinar - Manage Your Time Effectively

	-Live Webinar - Multiple Intelligence -Live Webinar - Student Engagement & Motivation -Live Webinar -The Art of Negotiation & Persuasion -Live Webinar -Instructional Design for Effective Blended Learning -Live Webinar -How to survive COVID-19? -Live Webinar -the law regulating private universities -Live Webinar- Evaluation and improvement of the scientific research and its impact on university ranking in cooperation with the Egyptian Knowledge Bank and the Clarivate Analytics Foundation <u>Attended training sessions in MSA University on:</u> Conflict resolution in the work place Meeting management Multiple intelligencies <u>Attended workshops in Egyptian Chinese University</u> Designing Courses for Active Learning: Helping Students Construct Knowledge
▪ Skills	Computer Skills ▪ Excellent in using Microsoft office (Word, Excel, Powerpoint, Access and Outlook), Endnote, Chemdraw, Photoshop ▪ Online teaching using Zoom & google meet applications. ▪ Interactive and hybrid teaching methods using Quizzes platform, Kahoot and wordwall platforms Other Skills ▪ Time Management ▪ Classroom management ▪ Excellent Presentation & Communication skills ▪ Handling various responsibilities by prioritizing my tasks, establishing clear deadlines and finding creative solutions to eliminate obstacles. ▪
▪ Languages	▪ Native speaker of Arabic ▪ Fluent in English ▪ Good in French