

## CURRICULUM VITAE

### Proposed role in the project: eLearning & Instructional Design Expert

1. **Family name:** Hossain
2. **First names:** Md. Sabbir
3. **Date of birth:** 27/07/1990
4. **Nationality:** Bangladeshi
5. **Civil Status:** Male
6. **Based in/City of Residence:** Gazipur, Bangladesh.
7. **Education:**



Md. Sabbir Hossain is a distinguished eLearning & Instructional Design Expert with an extensive background in university automation and the development of eLearning content. Holding advanced degrees in Instructional Design and Technology from the University of Meiland Global Camps, and a certificate in "EduCloud" technology-enabled learning solutions from Athabasca University, Mr. Hossain combines deep educational credentials with practical expertise. His professional journey includes significant roles such as Associate Team Lead for the DECO-LEADS project and Assistant Professor at the School of Education, Bangladesh Open University. His technical skills span a range of tools including ERP systems, advanced presentation and video editing software, and storyboarding software, enabling him to design and implement comprehensive eLearning solutions effectively. His involvement in projects like the development of LMS for Bangladesh Bureau of Educational Information and Statistics and coordination of eLearning at Northern University Bangladesh highlights his capability in leveraging technology to enhance educational outcomes.

### Education:

| Institution from – to   | Degrees and Diplomas obtained   |
|---|---|
| University of Meiland Global Camps<br>15 January 2018 –December 2019    | Micro Masters<br>Instructional Design and Technology                                  |
| Athabasca University<br>1 March 2017- December 2018                     | Certificate Course<br>"EduCloud" Introduction to Technology Enable Learning Solutions |
| Institute of Education and Research (IER), University of Dhaka,<br>2014 | Masters of Education  |
| Institute of Education and Research (IER), University of Dhaka,<br>2013 | Bachelor of Education   |

Based on Md. Sabbir Hossain's extensive experience and qualifications in eLearning and instructional design, his areas of research interest likely include:

1. **Technology-Enabled Learning Solutions:** Investigating the impact of emerging technologies like cloud-based learning environments and artificial intelligence in education, particularly how these technologies can enhance learning outcomes and accessibility.
2. **Instructional Design Methodologies:** Developing and refining instructional design models that integrate the latest digital tools and techniques, focusing on optimizing learner engagement and knowledge retention.
3. **Blended Learning Frameworks:** Exploring the effectiveness of blended learning environments that combine online digital media with traditional classroom methods to provide more personalized education and improve learning flexibility.
4. **University Automation Systems:** Researching the role of automation in higher education management systems, focusing on how ERP systems can streamline operations, improve data management, and enhance the overall educational experience.
5. **E-Learning Content Development:** Creating innovative content delivery strategies that utilize advanced video editing and storyboarding software to produce educational materials that are both informative and engaging.
6. **Digital Learning Design:** Examining the design and implementation of digital learning environments at the university level, particularly in developing countries, to assess their impact on educational quality and accessibility.

These research interests align with his professional experience and the evolving needs of the educational technology sector, focusing on improving and innovating the ways educational content is delivered and managed in higher education.

8. **Language skills:** (1 - excellent; 2- very good; 3-good; 4-fair; 5 - basic)

| Language | Reading | Speaking | Writing |
|----------|---------|----------|---------|
| Bengali  | 1       | 1        | 1       |
| English  | 1       | 1        | 1       |

**9. Membership of professional bodies:** Open Education Resources; Dhaka University IT Society; IER, Alumni Association 2018; Dhaka University Alumni Association; University Teacher Association

**10. Other skills (e.g., Computer literacy, Software, etc.):** QDPM, PPM; Project Management; ERP; Artificial Intelligence based ERP; Advance Presentation Management Software. Advance Video Editing Software. Storyboarding software.

**11. Present position: Associate Team Lead;** The Democratic Education and Community-Oriented Leadership Empowerment for Aspiring Dynamic Scholars" (DECO-LEADS) Project Funded By US Embassy. Maintained m]by UGC BD. & Assistant Professor, School Of Education, Bangladesh Open University.

| <b>Career Overview:</b>  | <b>Total experience:</b>  |
|--|---------------------------|
|  | <b>11+</b>                |
| <b>Academic Experience</b>   | <b>5+ Years</b>           |
| <b>1. Assistant Professor School of Education Bangladesh Open University</b>   | 3 Month + Continue        |
| <b>2. Senior Lecturer, Department of ICTE Daffodil International University.</b>   | 2 Year                    |
| <b>3. Senior Lecturer, Department of CSE, Northern University Bangladesh</b>   | 2 Years                   |
| <b>4. Attached Faculty &amp; Coordinator Digital Learning Design. Bangabandhu Sheikh Mujibur Rahman Digital University.</b>  | 1 Year                    |
| <b>5. Learning Designer (Attached Faculty IUTOnline), Technical and Vocational Education (TVE) Department, Islamic University of Technology (IUT).</b>   | 1 Year                    |
| <b>Experience in online, digital, education and research work:</b>   | <b>6+ Years</b>           |
| <b>1. Member, EduTV Master Plan Development National Sub-Committee for a National Education and Edutainment Activity</b>   | 1 Month Ongoing           |
| <b>2. Associate Project Lead, The Democratic Education and Community-Oriented Leadership Empowerment for Aspiring Dynamic Scholars" (DECO-LEADS) Project U.S. Department of State &amp; Meridian International Center.</b> | 1 Year 1 Month + Ongoing  |
| <b>3. National Consultant, Commonwealth of Learning (COL Bangladesh)</b>   | 2 Year                    |
| <b>4. Member, National Blended Education Masterplan Writers Group National Government initiative.</b>  | 1 Month                   |
| <b>5. Consultant: UIRTC LMS Development Project, Bangladesh Bureau of Educational Information and Statistics, Ministry of Education.</b>   | 1 Year                    |
| <b>6. Consultant: JUST LMS and Blended Education Masterplan Development Project, Jashore University of Science and Technology, Bangladesh</b>  | 1 Year                    |
| <b>7. Coordinator, (COL-DIU Project); Blended Learning Center, DIU</b>   | 1 year 1 Month + Continue |
| <b>8. Coordinator eLearning ; Northern University Bangladesh</b>   | 2 Years                   |
| <b>Consultant HEQEP Sub Project ; LMS Project Department of Architecture, BUET</b>   | 1 Year                    |
| <b>9. Consultant; Ministry of Public Administration (MOPA) MOOC Project: Funded By A2i, UNDP.</b>  | 2 Year                    |
| <b>10. Research Associate ; Education Technology and Research center (ETRC)</b>  | 2 Year                    |

15. Professional experience: (Please add below your professional experiences as per the format)

| Date from –<br>Date to | Location   | Company & reference person   | Position              | Description   |
|------------------------|------------|--|-----------------------|---|
| Mar 2023 - Present     | Bangladesh | <p>US Embassy Dhaka &amp; University Grants Commission (UGC), Government of Bangladesh / Ministry of ICT</p> <p>Mohammad Makchudur Rahman Bhuiyan<br/>director<br/>Contact: Tel: 58160222 Mobile: 01940-565778<br/>Email; liton555@gmail.com , maksudur@ugc.gov.bd</p> | Associate Team Leader | <p><b>Project Name: DECO-LEADS" project highlights the importance of democratic education and community-oriented leadership empowerment for the Government Teachers.</b></p> <p><b>Role and Responsibilities:</b></p> <ul style="list-style-type: none"> <li>• <b>Research and Analysis:</b> <ul style="list-style-type: none"> <li>▪ Conducted comprehensive research to understand the current landscape of democratic education and leadership empowerment among government teachers.</li> <li>▪ Analyzed data and trends to inform project strategies, ensuring alignment with the objectives and national educational policies.</li> </ul> </li> <li>• <b>Government Liaison:</b> <ul style="list-style-type: none"> <li>▪ Served as the primary point of contact between the DECO-LEADS project team and various government entities.</li> <li>▪ Facilitating meetings and cooperation among Government people, public agencies and organizations;</li> <li>▪ Facilitated regular meetings and communications with government officials to discuss project progress, challenges, and opportunities for collaboration.</li> <li>▪ Advocated for policy changes and resource allocation that would benefit the project's goals, leveraging strong relationships built with government stakeholders.</li> </ul> </li> <li>• <b>Institutional Capacity Assessment:</b> <ul style="list-style-type: none"> <li>▪ Led the evaluation of institutional capacities within the education sector, identifying gaps and potential areas for improvement.</li> <li>▪ Collaborated with government agencies to develop and implement strategies for enhancing institutional effectiveness in delivering democratic education and leadership training.</li> </ul> </li> <li>• <b>Documentation and Reporting:</b> <ul style="list-style-type: none"> <li>▪ Oversaw the creation and maintenance of comprehensive project documentation, including reports, proposals, and presentations for government stakeholders.</li> <li>▪ Ensured all documentation was in compliance with government guidelines and effectively communicated project findings and recommendations to the Ministry of ICT and other agencies.</li> </ul> </li> <li>• <b>Skills Developed:</b> <ul style="list-style-type: none"> <li>▪ Enhanced expertise in policy analysis, government relations, and strategic planning within the public sector.</li> <li>▪ Developed a deep understanding of the challenges and opportunities in implementing educational projects in collaboration with government bodies.</li> <li>▪ Gained significant experience in institutional assessment and the creation of detailed, impactful documentation for government stakeholders.</li> </ul> </li> </ul> |

| Date from –<br>Date to | Location   | Company & reference person   | Position   | Description   |
|------------------------|------------|--|--|---|
| Dec 2021 - Present     | Bangladesh | Daffodil International University<br>Ministry of ICT/ Ministry of Education/ Planning Commission | Senior Lecturer,<br>Department of ICTE &<br>Coordinator International Funded Project/<br>Government Liaison Specialist | <p><b>Academic Class 6 credit courses</b></p> <p><b>Key Responsibilities:</b></p> <ul style="list-style-type: none"> <li>• <b>Full-Phase Research under the NAEM Initiative:</b> <ul style="list-style-type: none"> <li>▪ Led comprehensive research studies as part of the NAEM initiative, focusing on innovative educational methodologies and technologies.</li> <li>▪ Collaborated / Liaison with the Ministry of ICT, Ministry of Education, Planning Commissions and other educational departments to align research objectives with national educational reform agendas.</li> </ul> </li> <li>• <b>Active Management of the Friedrich Naumann Foundation for Freedom (FNF) is a German based political foundation Project:</b> <ul style="list-style-type: none"> <li>▪ Oversaw the day-to-day management of the FnF project, ensuring milestones were met and objectives aligned with government educational policies.</li> <li>▪ Liaised with government representatives to secure support and resources for the project's successful execution.</li> </ul> </li> <li>• <b>Revision of the Proposal for the Spencer Research Fund:</b> <ul style="list-style-type: none"> <li>▪ Played a key role in revising and enhancing the proposal for the Spencer Research Fund to meet the rigorous criteria set by governmental and academic bodies.</li> <li>▪ Ensured the proposal's alignment with the strategic interests of the Ministry of ICT and relevant educational authorities.</li> </ul> </li> <li>• <b>Preparation for the KOICA Project:</b> <ul style="list-style-type: none"> <li>▪ Contributed to the preparatory phase of the KOICA project, focusing on the integration of ICT in education, in line with government directives.</li> <li>▪ Coordinated with various stakeholders, including government officials, to ensure the project's objectives were clear and achievable.</li> </ul> </li> <li>• <b>Development of the UNDP Project:</b> <ul style="list-style-type: none"> <li>▪ Involved in the developmental stages of the UNDP project, particularly in designing frameworks that align with the United Nations' educational goals and the Ministry's vision.</li> <li>▪ Engaged in discussions with UNDP representatives and government officials to ensure project relevance and feasibility.</li> </ul> </li> <li>• <b>Progress on the Commonwealth Foundation Project:</b> <ul style="list-style-type: none"> <li>▪ Monitored and reported on the progress of the Commonwealth Foundation project, ensuring adherence to both the foundation's and the government's guidelines and expectations.</li> <li>▪ Facilitated workshops and meetings with government agencies to discuss project developments and gather feedback.</li> </ul> </li> <li>• <b>IDB Award Project:</b> <ul style="list-style-type: none"> <li>▪ Contributed to the successful acquisition and implementation of the IDB Award project, focusing on educational innovation and technology integration.</li> <li>▪ Maintained ongoing communication with the Ministry of ICT and the IDB to ensure project alignment with broader educational strategies.</li> </ul> </li> </ul> |

| Date from – Date to | Location   | Company & reference person  | Position                         | Description  |
|---------------------|------------|---|----------------------------------|--|
|                     |            |   |                                  | Platform and Content Development COL-DIU Advance ICT Skills Project)<br><a href="https://iou.ac/courses/content-development-for-digital-and-social-media/#tab-instructor">https://iou.ac/courses/content-development-for-digital-and-social-media/#tab-instructor</a> .  |
| Jul – Dec 2023      | Bangladesh | Bangladesh Open University  | Team Lead and Main ICT Architect | 4IR Online Index Journal Management System <a href="https://4irjournal.com/">https://4irjournal.com/</a>   |
| Jan - Dec 2023      | Bangladesh | <p style="text-align: center;"><b>Ministry of Railways</b><br/>           Dr. Md. Humayun Kabir<br/>           Designation Secretary<br/>           Office Ministry of Railways<br/>           E-mail secretary@mor.gov.bd<br/>           Download Vcard<br/>           Phone (Office) +880241052599<br/>           Fax +880241052703</p> | Team Leader                      | <p><b>Smart Integrated Project Management System</b><br/> <b>Key Responsibilities and Achievements:</b></p> <ul style="list-style-type: none"> <li>• <b>Project Leadership and Design:</b> <ul style="list-style-type: none"> <li>▪ Spearheaded the design of the Smart Integrated Project Management System, a key initiative for the Ministry of Railways, aimed at enhancing operational efficiency and management capabilities.</li> <li>▪ Collaborated with various departments within the Ministry to ensure the system design met all necessary requirements and aligned with the strategic objectives of the railway sector.</li> </ul> </li> <li>• <b>System Development and Maintenance:</b> <ul style="list-style-type: none"> <li>▪ Oversaw the development process, ensuring the system was robust, user-friendly, and equipped with the latest technological advancements.</li> <li>▪ Managed ongoing maintenance and updates of the system, addressing any challenges swiftly to minimize disruptions in railway operations.</li> </ul> </li> <li>• <b>Training and Capacity Building:</b> <ul style="list-style-type: none"> <li>▪ Developed and conducted comprehensive training programs for Ministry staff, ensuring effective usage and adoption of the new system.</li> <li>▪ Collaborated with the Ministry of ICT and other relevant agencies to incorporate best practices in technology training and user education.</li> </ul> </li> <li>• <b>Government Liaison and Coordination:</b> <ul style="list-style-type: none"> <li>▪ Acted as a primary liaison between the project team and various government agencies, including the Ministry of ICT, to ensure alignment with national technology standards and policies.</li> <li>▪ Facilitated regular meetings and reports to government stakeholders, ensuring transparency and alignment with broader governmental objectives.</li> </ul> </li> <li>• <b>Research and Development:</b> <ul style="list-style-type: none"> <li>▪ Conducted extensive research to stay abreast of the latest trends and developments in project management systems and integrated technology solutions.</li> <li>▪ Applied findings to the ongoing development of the system, ensuring it remained innovative and effective for the Ministry's needs.</li> </ul> </li> <li>• <b>Institutional Capacity Assessment:</b> <ul style="list-style-type: none"> <li>▪ Assessed the Ministry's existing project management capabilities and infrastructure, identifying areas for improvement and integration with the new system.</li> <li>▪ Provided strategic recommendations to senior officials for enhancing institutional capacity in line with the adoption of the new technology.</li> </ul> </li> </ul> |

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|---------------------|------------|---|---|---|
|                     |            |   |   | <ul style="list-style-type: none"> <li>• <b>Documentation and Compliance:</b> <ul style="list-style-type: none"> <li>▪ Ensured thorough documentation of the system’s development, implementation, and training processes, adhering to government standards for project management and reporting.</li> <li>▪ Coordinated with compliance units to ensure all aspects of the project met regulatory and governmental requirements.</li> </ul> </li> <li>• <b>Smart Integrated Project Management System.</b> <a href="https://pmsrailwaybd.com/">https://pmsrailwaybd.com/</a></li> </ul>  |
| Jul 2021 – Nov 2023 | Bangladesh | Jashore University of Science and Technology  | <b>Consultant</b>                         | <b>Integrated ICT Master Plan Development Project</b>   |
| Jul 2021 - Nov 2023 | Bangladesh | Jashore University of Science and Technology  | <b>Team Leader and Main ICT Architect</b> | Learning Management System Design Development training and Maintenance. URL: <a href="https://lms.just.edu.bd">https://lms.just.edu.bd</a> <ul style="list-style-type: none"> <li>• <b>Renowned eLearning solution study</b></li> <li>• <b>User Interface Design</b></li> <li>• <b>Need-Based Moodle Customization</b></li> <li>• <b>Innovative eLearning Plugging Installation</b></li> <li>• <b>Moodle Administrator Training</b></li> </ul>  |
| Jul - Aug 2022      | Bangladesh | Planning and Writers Group  | <b>Consultant</b>                         | <b>National Blended Education Master Plan Bangladesh</b> <a href="http://befa.a2i.gov.bd/">http://befa.a2i.gov.bd/</a>  |
| May – Nov 2021      | Bangladesh | Bangladesh open university<br>Commonwealth of Learning<br><br>Mostofa Azad Kamal,<br><a href="mailto:mostafa_azad@yahoo.com">mostafa_azad@yahoo.com</a><br><a href="mailto:dean.sob@bou.edu.bd">dean.sob@bou.edu.bd</a> | <b>Consultant (eLearning)</b>             | <b>Key Responsibilities and Achievements:</b> <ul style="list-style-type: none"> <li>• <b>Market Study Report for Online Courses:</b> <ul style="list-style-type: none"> <li>▪ Conducted an extensive market study to assess the demand for online courses among various target audiences and BOU stakeholders.</li> <li>▪ Prepared comprehensive reports for the Ministry of ICT and BOU, providing actionable insights to guide the development of digital education strategies.</li> </ul> </li> <li>• <b>eLearning and MOOC Policy Design:</b> <ul style="list-style-type: none"> <li>▪ Reviewed existing policy documents and research reports to develop an eLearning and MOOC policy for BOU.</li> <li>▪ Collaborated with government bodies, ensuring that the policy aligned with national digital education objectives and standards.</li> </ul> </li> <li>• <b>LMS and eLearning Platform Development:</b> <ul style="list-style-type: none"> <li>▪ Led the design, development, and implementation of the BOU eLearning platform, <a href="http://vlearn.bou.edu.bd">vlearn.bou.edu.bd</a>.</li> <li>▪ Liaised with the Ministry of ICT and other agencies to integrate advanced technological solutions, enhancing the digital learning experience.</li> </ul> </li> <li>• <b>Digitalization of Regional Centers:</b> <ul style="list-style-type: none"> <li>▪ Conducted a comprehensive needs assessment survey to digitalize all regional centers of Bangladesh Open University.</li> <li>▪ Coordinated with government representatives to ensure alignment with national digital infrastructure goals.</li> </ul> </li> </ul> |

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|---------------------|------------|--|--|--|
|                     |            |  |  | <ul style="list-style-type: none"> <li>• <b>BOU MOOC Delivery Software Solution:</b> <ul style="list-style-type: none"> <li>▪ Designed a bespoke MOOC delivery software solution, tailored to the specific needs of BOU and its stakeholders.</li> <li>▪ Engaged in continuous dialogue with government agencies to ensure the solution met regulatory and educational standards.</li> </ul> </li> <li>• <b>Educational Data Analysis Framework:</b> <ul style="list-style-type: none"> <li>▪ Developed a large-scale educational data analysis framework to evaluate and enhance BOU's educational offerings.</li> <li>▪ Worked in tandem with government data specialists to ensure the framework's compatibility with national data policies.</li> </ul> </li> <li>• <b>Faculty Training Framework Design:</b> <ul style="list-style-type: none"> <li>▪ Created a faculty training framework to equip educators with the necessary skills and knowledge for digital teaching.</li> <li>▪ Coordinated training sessions and workshops in collaboration with the Ministry of ICT.</li> </ul> </li> <li>• <b>Institutional Data Coding and E-Filing:</b> <ul style="list-style-type: none"> <li>▪ Organized an institutional data coding framework, incorporating an efficient e-filing process for BOU.</li> <li>▪ Ensured that the framework complied with government standards for data management and digital record-keeping.</li> </ul> </li> <li>• <b>Digital Content Development Framework:</b> <ul style="list-style-type: none"> <li>▪ Designed an ideal digital content development framework to facilitate the creation of high-quality online educational materials.</li> <li>▪ Collaborated with government experts to align content standards with national educational technology guidelines.</li> </ul> </li> <li>• <b>Curriculum Transformation:</b> <ul style="list-style-type: none"> <li>▪ Spearheaded the transformation of BOU's curriculum from a traditional face-to-face model to a blended online model.</li> <li>▪ Worked closely with the Ministry of ICT to ensure the transition met all governmental educational and technological criteria.</li> </ul> </li> </ul> |
| Jul 2020 - Nov 2021 | Bangladesh | Northern University  | <b>Team Lead and Main Architect</b>                | Learning Management System Design Development training and Maintenance. URL: <a href="https://nublms.ac.bd">https://nublms.ac.bd</a>   |
| Dec 2019 – Nov 2021 | Bangladesh | Northern University Bangladesh<br>Prof. Kazi Shahdat Kabir<br><a href="mailto:mgs@nub.ac.bd">mgs@nub.ac.bd</a> ;<br><a href="mailto:kazi.rimon@gmail.com">kazi.rimon@gmail.com</a> | <b>Senior Lecturer &amp; Coordinator eLearning</b> | <ul style="list-style-type: none"> <li>• Successfully played all the roles as House Tutor</li> <li>• Lead, prepare and design a details plan, budget, guideline for the shifting of NUB online course from face to face to online.</li> <li>• Maintaining eLearning team and provide them proper instruction based on the advice of the head of the IT director and chairperson of the university.</li> </ul>  |

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|------------------------|----------|----------------------------|----------|--|
|                        |          |                            |          | <ul style="list-style-type: none"> <li>• Preparing Implementation updates, reports and the overall tracking of the program implementation and spending.</li> <li>• Selecting renowned guest speakers and maintain good communication with them for the digital content shooting session based on the course objectives.</li> <li>• Coordinating donor organization and government officials in the project of innovative “Faculty Training on Digital Competency Acceleration” project with NUB.</li> <li>• Preparing material development procurement plan.</li> <li>• Providing review and recommendation report to approval of purchase requisition, specification and event budget, and coordinate with administration, procurement, and development division. <ul style="list-style-type: none"> <li>Coordinate and communicate with vendors (production houses) in order to produce digital content.</li> </ul> </li> <li>• <b>Role as House Tutor:</b> <ul style="list-style-type: none"> <li>▪ Successfully fulfilled all responsibilities as a House Tutor, providing guidance and support to students in a residential setting.</li> <li>▪ Worked closely with the university administration and the Ministry of ICT to ensure the well-being and academic success of students.</li> </ul> </li> <li>• <b>NUB Online Course Transition:</b> <ul style="list-style-type: none"> <li>▪ Led the strategic planning, budgeting, and guideline formulation for transitioning NUB's courses from face-to-face to online.</li> <li>▪ Collaborated with government bodies, including the Ministry of ICT, to align this transition with national digital education strategies.</li> </ul> </li> <li>• <b>eLearning Team Management:</b> <ul style="list-style-type: none"> <li>▪ Managed the eLearning team, providing direction based on the advice of the IT Director and the University Chairperson.</li> <li>▪ Ensured team efforts were in sync with the university's objectives and governmental digital education standards.</li> </ul> </li> <li>• <b>Program Implementation and Reporting:</b> <ul style="list-style-type: none"> <li>▪ Prepared detailed implementation updates, reports, and tracked the overall progress and budget of the program.</li> <li>▪ Documented these processes in compliance with both university and government guidelines for educational projects.</li> </ul> </li> <li>• <b>Guest Speaker Engagement:</b> <ul style="list-style-type: none"> <li>▪ Selected and maintained communication with renowned guest speakers for digital content production, ensuring alignment with course objectives.</li> </ul> </li> </ul> |



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|---------------------|------------|---|--|---|
|                     |            |   |  | <ul style="list-style-type: none"> <li>▪ Coordinated these efforts to enhance the digital learning experience in line with educational standards set by the Ministry.</li> <li>• <b>Faculty Training Project Coordination:</b> <ul style="list-style-type: none"> <li>▪ Coordinated with donor organizations and government officials on the innovative “Faculty Training on Digital Competency Acceleration” project at NUB.</li> <li>▪ Facilitated the integration of government directives into the project to ensure its success and relevance.</li> </ul> </li> <li>• <b>Material Development Procurement:</b> <ul style="list-style-type: none"> <li>▪ Developed and implemented a procurement plan for material development, ensuring alignment with university and government procurement policies.</li> </ul> </li> <li>• <b>Review and Recommendation Reports:</b> <ul style="list-style-type: none"> <li>▪ Provided comprehensive review and recommendation reports for the approval of purchase requisitions, specifications, and event budgets.</li> <li>▪ Coordinated with administrative, procurement, and development divisions, ensuring adherence to university and governmental guidelines.</li> </ul> </li> <li>• <b>Vendor Communication for Digital Content:</b> <ul style="list-style-type: none"> <li>▪ Actively coordinated and communicated with vendors, including production houses, for the creation of digital educational content.</li> <li>▪ Ensured content production met the quality standards set by NUB and conformed to government policies for digital education.</li> </ul> </li> </ul> |
| Jun – Dec 2020      | Bangladesh | Jashore University of Science and Technology<br><br>Dr. Syed Md. Galib,<br><a href="mailto:galib.cse@just.edu.bd">galib.cse@just.edu.bd</a>       | <b>Consultant</b>  | <ul style="list-style-type: none"> <li>▪ Renowned eLearning solution study</li> <li>▪ User Interface Design</li> <li>▪ Need-Based Moodle Customization</li> <li>▪ Innovative eLearning Plaguing Installation</li> <li>▪ Moodle Administrator Training</li> </ul>  |
| Oct 2018 - Dec 2019 | Bangladesh | Bangabandhu Sheikh Mujibur Rahman Digital University<br><br>Dr Md Aktaruzzaman,<br><a href="mailto:akhtar.iut@gmail.com">akhtar.iut@gmail.com</a> | <b>Faculty &amp; Coordinator Digital Learning Design</b> | <p><b>Developed massive open online course “Digital Learning Design” system for the first time in Bangladesh in public university.</b></p> <ul style="list-style-type: none"> <li>▪ Successfully played all the roles as House Tutor</li> <li>▪ Prepared BDU official proposal (financial and administrative) for the UGC to the approval of the institute of online and distance learning and the two massive open online course Curriculum “Digital learning design” and “Cyber security”.</li> <li>▪ Developed massive open online course Curriculum on “Digital learning design” and “Cyber security. Developed own design learning management system for the first time in Bangladesh as a public university.</li> <li>▪ Organized MOOC course development workshop Design MOOC video graphics and related animation.</li> <li>▪ Maintenance and regular update of BDU LMS and MOOC</li> <li>▪ Providing regular support to the BDU faculty and student in the purpose of LMS and MOOC.</li> <li>▪ Maintenance of financial transection of MOOC BDU.</li> </ul>  |

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|                     |            |   |  | <ul style="list-style-type: none"> <li>▪ Developed MOOC student network with various types of institution and teacher to enrich admission.</li> </ul>  |
| Oct 2018 - Nov 2019 | Bangladesh | Bangabandhu Digital University (BDU)  | <b>Team Leader &amp; Coordinator</b>                 | Digital learning design (MOOC) Design and developed by Bangabandhu Digital University (BDU).<br><a href="https://elearning.bdu.ac.bd">https://elearning.bdu.ac.bd</a> <a href="https://mooc.bdu.ac.bd">https://mooc.bdu.ac.bd</a>  |
| Dec 2017 – Oct 2018 | Bangladesh | Islamic University of Technology<br><br>Dr Md Abu Raihan,<br><a href="mailto:maraihan@iut-dhaka.edu">maraihan@iut-dhaka.edu</a>   | <b>Learning Designer</b>                             | <b>Key Responsibilities and Achievements:</b> <ul style="list-style-type: none"> <li>▪ Prepared IUT official proposal (financial and administrative) for the eLearning Framework Development</li> <li>▪ eLearning Curriculum Development</li> <li>▪ eLearning Solution Development and</li> <li>▪ Maintenance of self-learning Interactive</li> <li>▪ Content Development Providing LMS</li> <li>▪ Support to faculty and student</li> <li>▪ Organize need-based meeting/ workshop/ seminar/ webinar for OIC Stakeholders</li> <li>▪ Prepare an action-plan to implement e-learning activities</li> <li>▪ Implement the activities of e-learning for professional development</li> <li>▪ Design Blended/e-learning strategic framework for professional and skills development</li> <li>▪ Design a sustainable /business model for e-learnin initiatives of IUT</li> <li>▪ Coordinated design and pilot new interventions to promote eLearning</li> <li>▪ Guided to develop e-learning and blended learning reports and documents</li> </ul> |
| Jun – Nov 2017      | Bangladesh | Department of Architecture, BUET<br><br>Prof Dr. Md. Ashikur Rahman   | <b>Consultant</b>                                    | <b>eLearning solution study</b> <ul style="list-style-type: none"> <li>▪ User Interface Design</li> <li>▪ Need-Based Moodle Customization</li> <li>▪ Innovative eLearning Plaguig Installation</li> <li>▪ Moodle Administrator Training</li> </ul>   |
| Jun - Nov 2017      | Bangladesh | BUET  | <b>Team Lead and Main architect</b>                  | Learning Management System Design Development training and Maintenance of the Department of Architecture BUET <a href="http://earch.buet.ac.bd/">http://earch.buet.ac.bd/</a>  |
| Mar 2016 - Nov 2017 | Bangladesh | <b>Ministry of Public Administration (MOPA)</b> Funded by A2i, UNDP<br><br>Jahid Hossain Panir,<br><a href="mailto:jahidhossain.panir@gmail.com">jahidhossain.panir@gmail.com</a> | <b>Consultant;Gov<br/>ernment Liaison<br/>Expert</b> | <b>Basic ICT Course for admin cadre - A2i Initiative</b> <p><b>Key Responsibilities and Achievements:</b></p> <ul style="list-style-type: none"> <li>• <b>Design, Development, and Maintenance of Basic ICT Course for Government Employees:</b> <ul style="list-style-type: none"> <li>▪ Led the design and development of a Basic ICT Course specifically tailored for government employees, aligning with the national digital literacy goals set by MOPA.</li> <li>▪ Regularly updated and maintained the course content to ensure its relevance and effectiveness in imparting essential ICT skills.</li> <li>▪ Collaborated closely with the Ministry of ICT to integrate the latest digital tools and methodologies into the training program.</li> </ul> </li> <li>• <b>Training-Related Communication with Government Officials:</b></li> </ul>   |

| Date from –<br>Date to | Location   | Company & reference person   | Position          | Description   |
|------------------------|------------|--|-------------------|---|
|                        |            |  |                   | <ul style="list-style-type: none"> <li>▪ Managed all aspects of training-related communication with government officials, ensuring clear and effective dissemination of information regarding the ICT course.</li> <li>▪ Facilitated feedback sessions with participants and higher-ups in government departments to assess the impact of the training and identify areas for improvement.</li> <li>▪ Documented all training activities, communications, and feedback, creating comprehensive reports for MOPA, A2i, UNDP, and other related government bodies.</li> <li>• <b>Research and Government Liaison:</b> <ul style="list-style-type: none"> <li>▪ Conducted ongoing research to stay updated with the latest trends in ICT education and training, ensuring the course remained cutting-edge and practical.</li> <li>▪ Building and maintaining good relationships with local governmental bodies (Ministries Directorates, Municipalities, Governorates)</li> <li>▪ Acted as a liaison between the training team and various government ministries, fostering a collaborative environment for the exchange of ideas and best practices in ICT training.</li> <li>▪ Participated in meetings and workshops with the Ministry of ICT and other government agencies to discuss and refine strategies for enhancing ICT capabilities across government departments.</li> </ul> </li> <li>• <b>Institutional Capacity Assessment and Improvement:</b> <ul style="list-style-type: none"> <li>▪ Assessed the institutional capacity of government departments in terms of ICT skill levels and infrastructure, providing valuable insights to MOPA and the Ministry of ICT.</li> <li>▪ Recommended and helped implement improvements in training infrastructure and methodologies, contributing to the overall enhancement of ICT skills in the government sector.</li> </ul> </li> </ul> |
| Jan 2013 -<br>Jun 2014 | Bangladesh | <p style="text-align: center;"><b>Education Technology and Research center (ETRC)</b></p> <p>Professor Dr. Taposh Kumar Biswas,<br/><a href="mailto:taposh.biswas@du.ac.bd">taposh.biswas@du.ac.bd</a></p> | <b>Researcher</b> | <p><b>Designing Teacher Development Programme</b></p> <ul style="list-style-type: none"> <li>• Course Design, Content Development including <b>ICT-based contents/materials</b> for Primary and Secondary Education teachers of formal and non-formal education teachers of Bangladesh.</li> <li>• Development of methods and materials for improving the teaching-learning process based on application of learning theory and lessons from experience;</li> <li>• Liaison with government officials</li> <li>• Training Need Analysis, Training Design, Training Manual Development and Training Facilitation.</li> <li>• Research design and Research Tools and Methodologies Development.</li> <li>• Database System Development, Data Analysis for Research.</li> <li>• Conducting policy and operational research to assess and adapt best practices;</li> <li>• Experiment and field trial to test and develop new solutions, and</li> <li>• Technical co-operation with development projects of different government and non-government organizations.</li> <li>• Planning, Managing, Budget Preparing, and implementing projects.</li> <li>• Develop and manage web-based file management system.</li> </ul>   |

## 16. Other Relevant Information (e.g., Publications):

### 16.1: Publications

- Avita Katal, Vijay K. Singh, Tanupriya Choudhury, Faisal Imran, Md. Sabbir Hossain, "Balancing Academic Curriculum Problem Solution: A Discrete Firefly-Based Approach", Education Research International, vol. 2023, Article ID 4300472, 16 pages, 2023. <https://doi.org/10.1155/2023/4300472>
- Hossain, M. S. (2023). Re-Imagining Post COVID Education the Challenges and Opportunities of Blended Approaches in Bangladesh. American Journal of Multidisciplinary Research and Innovation, 2(1), 118–123. <https://doi.org/10.54536/ajmri.v2i1.1946>
- Zakia Nayem , S., & Hossain, M. S. (2023). Conceptual Framework for STEM Education: A Thematic Analysis in Bangladesh Perspective .American Journal of Multidisciplinary Research and Innovation, 2(2), 40–46. <https://doi.org/10.54536/ajmri.v2i2.1382>
- Hossain, M. S. (2023). Study of the Online Exam Proctoring: Illegal Attempts Identification and its Solutions at Higher Education Level in Bangladesh. American Journal of Multidisciplinary Research and Innovation, 1(6), 162–171. <https://doi.org/10.54536/ajmri.v1i6.1945>
- Roshidul, H., Hossain, M. S., Nayem, S. Z., & Haque, M. M. (2022). Developing a Sustainable Digital Transformation Framework for the Continuum of Primary to Tertiary Education in Bangladesh. American Journal of Education and Technology, 1(2), 119–129. <https://doi.org/10.54536/ajet.v1i2.1777>
- Aktaruzzaman, M. et. al. (2022). LMS Zero for Promoting Inclusive and Equitable Education in Digital Bangladesh. Paper accepted at the PCF10 Conference, Athabasca Canada, 14-16 September 2022.
- Nayem, S. Z., Khatun, M., & Hossain, M. S. (2024). An Investigation of the Mechanisms of Technology Transfer and Automation in Universities: A Case Study on Promoting Entrepreneurship and Startup Ecosystems at Bangladesh Open University. American Journal of Education and Technology, 3(2), 52–69. <https://doi.org/10.54536/ajet.v3i2.2785>

### Recent Training and Workshop I have Conduct

- **Design and Develop MOOC Through BOU LMS**, Bangladesh Open University.2021
- Online Workshop on: **Quality Aspects of Online and blended Education through LMS**, 20/05/2020 to 27/05/2020, Northern University.
- In-house Faculty Development Training on: **Quality Use of Learning Management System, Department of CSE**, Jashore University of Science and Technology (JUST) 2020.
- **Multimedia Content Design: Tools and Technique Department of ICTE**, Bangabandhu Sheikh Mujibur Rahman Digital University 2019
- In-house Faculty Development Training on: **ICT Enable 21<sup>st</sup> Century Teaching Skills at Higher Education**. University of Chittagong. 2018
- In-house Faculty Development Training on: **Blended Facilitation Tools and Technique in Learning Management System**, Islamic University of Technology, OIC. 2017
- **Basic uses of Learning Management System**, Department of Architecture, BUET. **2018**

### Recent Training and Workshop I have received:

- **Assessing Learning Online: Objective Assessments & Addressing Cheating** August 25, 2021 07:00 PM - 08:30 PM (BST) A virtual Conversation with a US. Expert on Online Assessment Strategies -A US Embassy Dhaka University Grants Commission of Bangladesh Partnership.
- **MOOC on Quality Apprenticeship**, ILO-ITC Fundamentals, strategies, Innovation, programmes. Training life cycle, organization places of apprenticeship.
- **Introduction to Technology-Enabled Learning** Commonwealth of Learning and Athabasca University, Canada, TEL, TPACK, TIM, TIPS etc.

### In Recent Years I have Taught These Academic Courses are:

- |   |  |
|---|--|
| • Social and Professional Issues in ICTE Professional | • Instructional Technology                                 |
| • Introduction to Digital Learning & Design           | • Introduction to Computer and ICT                         |
| • Teaching and Assessment Methodologies               | • Digital Content Design and Development                   |
| • Curriculum Design and Development                   | • Organization and e-management of Educational Institution |
| • Labs: LCMS I + EduTech                              | • Blended, Online and Digital Education                    |
| • Digital Content Design and Development              | • Innovation and Entrepreneurship Education                |
| • Entrepreneurship and Digital Marketing              | • Blended, Online and Digital Education Lab                |
| • Digital Policies, Practices, Laws and Ethics        | • Learning & Content Management System                     |
| • Labs: GAVE + LCMS II                                |  |
| • Educational Research and Statistics                 |  |
| • Analytics, Management & Counselling for Teachers    |  |