

## DIGITAL SCHOOL CONTACTS

1. DEAN- DIGITAL SCHOOL  
dean-dsvol@ku.ac.ke - 0719739438/  
- 020-870-3288
2. CO-ORDINATOR, TEACHING  
& QUALITY ASSURANCE  
ddteaching-digitalschool@ku.ac.ke- 0717502496/  
- 020-870-4096
3. CO-ORDINATOR,  
EXAMINATIONS - 0736-244-464/  
dsvolcoord-exams@ku.ac.ke - 020-870-3292
4. CO-ORDINATOR,  
CONTENT DEVELOPMENT- 0719-739-445/  
[ddcontent-digital@ku.ac.ke](mailto:ddcontent-digital@ku.ac.ke) 020-870-4236
5. COORDINATOR, - 0794697208  
E-Learning  
coordinator-elearning@ku.ac.ke - 020-870-3198
6. [Chat@ku.ac.ke](mailto:Chat@ku.ac.ke)
7. Ticket: support.ku.ac.ke



## KENYATTA UNIVERSITY DIGITAL SCHOOL

1<sup>ST</sup> VIRTUAL ORIENTATION AND TRAINING  
PROGRAMME

TRIMESTER ONE, 2022/2023

**SATURDAY 17<sup>TH</sup> SEPTEMBER, 2022**

**Google Link:** <https://meet.google.com/ntp-udpp-qzm>

### TRIMESTER ONE 2022/2023 INDUCTION PROGRAMME

<b>TIME</b>	<b>ACTIVITY</b> <b>Rapporteur:</b>	<b>FACILITATOR</b>
		Dr. Eric Masika
9.00am-9.15am	Welcome remarks & overview of Digital School Operations	Dean, DSVOL
9.15 am- 9. 35a.m	VOL registration programme structure and learner support	Dr. E Mwaniki
9.35 am- 9.50am	Career Development & Mentorship Programmes	Director
9.50 am- 10.05 am	Wellness & Rehabilitation Services	Director
10.05 am-10.15 am	QMS Brief	QMS staff
10.15 am-10.35 am	Content	Dr. R. Gitonga
<b>10.35am – 10.45 am HEALTH BREAK</b>		
10.45 am – 11.15 am	Examination	Dr. S. Mutweleli
11.15 am -12.15 pm	Use of Learning Management System (LMS)	Mr. M. Munyau Ken Mwirigi
12.15 pm – 12.25 pm	Admissions	Admissions Staff
12.25 pm – 12.40 pm	Use of Campus Nexus	ICT staff
12.40 pm – 1.00 pm	Use of Library	Library Staff
<b>12.50 pm - 1.50 pm HEALTH BREAK</b>		
1.50 pm-3.00pm	Virtual Library Visit	Library staff

### Calendar of Events for VOL Students

<u>Date</u>	<u>Activities</u>
5 <sup>th</sup> Sept.– 7 <sup>th</sup> Sept. 2022 -	Registration/verification of documents for new students at all Regional centres/Registration of continuing students at all Regional centres & online
17 <sup>th</sup> nd Sept. 2022 -	1 <sup>st</sup> Virtual orientation of new students via Google Meet
7 <sup>th</sup> Oct., 2022-	Deadline for fee payment
8 <sup>th</sup> Oct. 2022 -	2 <sup>nd</sup> Virtual Orientation via Google Meet
14 <sup>th</sup> Oct., 2022 -	Deadline for units registration/Adjustment
15 <sup>th</sup> – 16 <sup>th</sup> Oct., 2022 -	Undergraduate Tutorials 1 (virtually through Google Meet)
22 <sup>nd</sup> – 23 <sup>rd</sup> Oct., 2022 -	undergraduate Tutorials 2 (virtually through Google Meet)
29 <sup>th</sup> – 30 <sup>th</sup> Oct., 2022 –	Postgraduate, Diploma & Certificate Tutorials (virtually through Google Meet)
19 <sup>th</sup> – 20 <sup>th</sup> Nov., 2022 –	Sit-in CATS for all VOL groups at Regional Centres & some Embassies abroad
14 <sup>th</sup> – 20 <sup>th</sup> Dec. , 2022 –	Examinations all VOL for groups at Regional Centres & some Embassies abroad