

Aliaa Adel Mahmoud

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Professional Summary

A professional librarian with a master's degree in library and information science (MLIS) and 10+ years of experience in academic research libraries as supervisor for Academic Services for Humanities & Social Sciences and subject librarian for the following faculties: Law and Arts and Humanities (Psychology and Chinese departments). I possess expertise in utilizing public outreach strategies, such as social media and community events, to effectively promote library resources and services.

Work and Internship Experience

Sept. 2024 – Present: Lecturer, Library and Information science Department, Faculty of Arts, Helwan University:

- Teaching many Curricula: Information Services, Subject Analysis, Dewey Decimal Classification, Introduction to Computer and field training.

Sept. 2020 – Aug. 2024: Library Supervisor for Academic Services for Humanities & Social Sciences, The British University in Egypt:

- Supervising the Subject Librarian for Arts & Design and Faculty of Communication & Mass Media.
- Supervising the Subject Librarian for Business Administration, Economics & Political Science.
- Providing information literacy skills sessions to the faculty of Law for Postgraduate students.
- Responsible for the marketing activities of the library.
- Responsible for the alumni services.
- Reviewing and updating the subject guides for the faculties of Law and Arts & Humanities.
- Supervising the floor assigned including applying its rules.
- Providing back up enquiry service support and responding where appropriate to subject specialty enquiries from Library users.
- Coordinating and liaising with academic staff for the provision of library services in their subject specialism.
- Participating in the Library collection development, regardless of format, in their subject specialties.
- Delivering over 5 one-hour training workshops on The Egyptian Knowledge Bank to 120 library and information science students from different governmental universities, enabling them to independently utilize the database for research purposes.
- Assisting the cataloging team in establishing and converting to the new RFID (Radio Frequency Identification) technique, resulting in a 20% increase in inventory accuracy.

Sept. 2017 – Aug. 2020: Senior Specialist Subject Librarian for faculty of Law, Chinese Language and Culture Department & Psychology Department, Faculty of Arts and Humanities, The British University in Egypt:

- Updating the Subject Guide of Law faculty.
- Created Subject Guide for the Chinese Language and Culture Department & Psychology Department, Faculty of Arts and Humanities.
- Consultation with faculty about adding and/or canceling Library resources and informing faculty about new services and resources acquired by the library.
- Conducting more than 3 two-hour sessions for the academics about the Library Services and facilities and using the library website (Searching in OPAC -borrowing rules - online databases - developing the search strategies - subject guide -The Egyptian Knowledge Bank), significantly increased academic satisfaction and empowered them to effectively use library resources for research.
- Conducting more than 4 one-hour Academic Honesty sessions, reducing plagiarism rate of 70% among students.
- Conducting over 75 two-hour information literacy sessions for more than 1700 students from the Faculties of Law, Art & Design, Arts & Humanities, Communication & Mass Media, and Business Administration, Economics, and Political Science. Sessions covered evaluating information resources, utilizing the library website, OPAC navigation, borrowing rules, online database searching, developing search strategies, subject guides, and exploring the Egyptian Knowledge Bank, significantly enhancing their research skills and database utilization.
- Delivering more than 16 six-hour library sessions on Time Management and The Egyptian Knowledge Bank during the Summer training workshops for more than 200 students from various library and information science departments, significantly improving their time management strategies and database utilization capabilities.

- Creating user manuals and online tutorials about the library catalogue and the circulation service.
- Managing and oversaw the library's social media presence to enhance visibility and reach a wider audience.
- Moderating the library social media accounts on Facebook, Instagram, and YouTube.
- Contacting users for overdue materials.
- Carrying out such duties as may be required by the University Librarian including taking day-to-day responsibility for individual elements of the library's activities and services.
- Cataloging using RDA and shelving on demand.
- Editing and updating some of the library's website pages.
- Organizing the Children Summer Activity program.
- Assisting in the preparation of cultural events: (Book signs. etc.).
- Participated in the BUE Library Newsletter (LSBUE Libraries Connected).

Aug. 2016 – Aug. 2017 **Specialist Subject Librarian** for faculty of Law, **The British University in Egypt:**

- Created a Subject Guide for Law faculty.
- Presenting the Library facilities every academic year to the newcomers during the Induction week, resulting in increased library usage and satisfaction among new students.
- Providing reference and research services related to the academic departments.
- Responding to users regarding general enquiries requests.
- Creating accounts for patrons using the library system.
- Lending and receiving materials from users using the library system, placing hold for the checked-out items, and following up their availability.
- Being available for evening or weekend duty rotations.

March. 2008 – Aug. 2016: **Lecturer, Library and Information science Department, Faculty of Arts, Helwan University:**

- Teaching many Curricula: Cataloging, Classification systems, Indexing, Introduction to Computer, Automated systems in libraries, field training and Media Documentation for Media Department.
- Participating in the organizational committee for the "future of intra-studies in the humanities and social sciences" conference 2015-2016.
- Editing The Department of Library and Information Science Website, Oct. 2013 - Aug. 2016.
- Editing The Faculty of Arts Website, Mar. 2013 - Sept. 2015.
- Working with The Public Relations Unit Team at the Faculty of Arts, Mar. 2013 - Sept. 2015.
- Participating in the organizational committee for "the first geographical Conference of the Faculty of Arts", 2014 - 2015.
- Participating in the quality and validation committee, The Department of Library and Information Science.
- Participating as an Instructor in the workshop for cataloging and classification at Public Library Giza Palace of Culture under the title "Training in the work environment" May – Jun 2010.

Jun. 2015 – Nov. 2015: **Technical Team Supervisor, The Arab Administrative Development Organization's library:**

- Constructing the digital library of the Union of Constitutional Courts and Councils of Arab.
- Planning the New Website of the Union of Constitutional Courts and Councils of Arab.

Nov. 2010 – Jun. 2014: **Information Specialist & Cataloger, AYNA Company:**

- Information Specialist and cataloger for Police Academy, Feb. 2011- Jun. 2014.
- Participating in the development of the " Police College Library at Police Academy “, Nov. 2010 – Jan. 2011.
- Handling all the agreements and contracts with the Police Academy.

Nov.2007 – Aug.2008: **Trainee, the Information & Decision Support Center Library, Egyptian Cabinet:**

- Working on the Project "Issues and Opinions".

Academic Experience

- Ph.D. degree in library and information Science. (Excellent degree, with Honors, recommendation for printing and exchange between universities) Thesis entitled “Scientific Video Journals on the Web as a Form of Scholarly Visual Communication: An analytical study”, 2025.
- Master's degree in library and information Science. (Excellent degree) Thesis entitled "Image of University libraries and the impact of marketing in its structure: a field study”, 2014.
- Bachelor's degree, Faculty of Arts, Libraries & Information Department, Helwan University, May 2007. Very Good grade with honors.

Publications:

- The Journal of Visualized Experiments (JoVE): Case Study, International Arab Journal of Library and Information Studies, Volume 2, Issue 4, October 2023. DOI: [10.21608/ajli.2023.230738.1045](https://doi.org/10.21608/ajli.2023.230738.1045)

Courses:

- "Women Leading in Egyptian Governorates" Training Program, the National Training Academy – Fourth Cohort, Feb. 2025.
- Scopus Certification Program for Librarian, El Sevier, 2021.
- Academic library society services & Academic library strategic marketing plan, The British University in

Egypt, 2021.

- Content Creation & Photoshop Basics, CCCS, The British University in Egypt, Feb.-Apr. 2019.
- Passport to Effective Teaching for Fresh Graduate Teaching Assistants Certificate (TOT), The British University of Egypt, 2018, provided by the CPD UK.
- Passport Program Proficiency Certificate, Passport to Administrative Excellence 1 ,2 & 3, The British University of Egypt, 2017-2018, provided by the CPD UK.
- Statistical analysis in Library and information science using SPSS, Faculty of Arts - Cairo University, 2016.

Awards and Certificates:

- Productivity (online Course), Udemy, January 2025.
- McKinsey & Company forward program, McKinsey Academy, Dec 2023.
- Recognition of the support provided in delivering “Training for library & information science students” Summer 2022, 2023.
- Recognize as an employee of the month, February 2022.

Conferences and Webinars:

- Managing and Sharing Social Science Research Data, Workshop, the Arab Council for the Social Sciences, Cairo – 29 May 2025.
- The Blue Ocean Strategy as a Marketing Approach for Library Services, Webinar, the Bahraini Library and Information Association in collaboration with Isa Cultural Center, 27 May 2025.
- Libraries and Open Science, Webinar, FORM in partnership with Qatar National Library and Al Wasl University Library, 15 May 2025.
- Enhancing Library Services Marketing: Definitions and Strategies for Greater Impact. Workshop, the Egyptian Library, Information, and Archives Association in collaboration with the Egypt Association for Culture and Community Development and the IFLA Management and Marketing Section, Maadi Public Library, Cairo – April 2025.
- Intellectual Property Rights in Scientific Research, Webinar, Misr El Kheir Foundation – Scientific Research Sector, April 2025.
- Intellectual Property Rights in the Age of Artificial Intelligence, Webinar, March 2025.
- AI in Information Science and the Future of Libraries and Information Institutions, Webinar, the Jordanian Library and Information Association, February 2025.
- Modern Trends in Academic Libraries and the Use of Artificial Intelligence in Information Services, the Academy of Scientific Research in cooperation with the Egyptian Knowledge Bank, Elsevier, and the Egyptian Library, Information, and Archives Association, 27 Jan. 2025.
- Blockchain Technology in Information Institutions Services, Webinar, the Bahraini Library and Information Association in collaboration with Isa Cultural Center, 28 Oct. 2024
- 4th Arab Forum on Open Access “Community Benefit Before Commercial Marketing”, Webinar, the Arab Group for Open Access in cooperation with Al-Meezab Digital Library, 26–27 Oct. 2024.
- The Future of Open Access and Open Educational and Research Resources in the Arab World, Webinar, the Somali Library and Information Association, 25 Oct. 2024.
- Open Research in MENA, The 3rd Annual Forum for Open Research in the Middle East and North Africa (Online), Qatar – 21–24 October 2024.
- Information Institutions in Egypt and Smart Community Building, Annual Conference of the Egyptian Library, Information, and Archives Association, Cairo – 23–24 Sep. 2024.
- The Role of Libraries in Promoting Digital Culture, Seminar, the Arab Administrative Development Organization – League of Arab States, in cooperation with the Emirates Library and Information Association, Cairo, Egypt – 22 Sep. 2024.
- Leverage GenAI in your Research: Explore Scopus AI, Webinar, Elsevier, 4 Sep. 2024.
- Introducing Open Research, Webinar, Taylor & Francis Group, July 2024.
- Author Service Platform: Open Access Publishing, Workshop, Taylor & Francis Group, July 2024.
- The 7 Habits for effective people, Workshop, Student Hub, The British University in Egypt, July 2024.
- The Business Development for Librarians, Workshop, Bibliotheca Alexandrina, June 2024.
- Introduction to Open Science and Persistent Identifiers, Webinar, Open science community Egypt, Oct. 2023.
- Open science community launching, Webinar, Open science community Egypt, Sep. 2023.
- Artificial Intelligence and libraries, Workshop, Taylor & Francis Group, July 2023.
- The road towards open science, Webinar, Clarivate Analytics Company, Mar. 2023.
- Accelerating your science teaching and learning through JoVE, Webinar – Workshop, The British University

- in Egypt, Egyptian Knowledge Bank (EKB) & JoVE, Mar. & May 2022.
- Library Education & Practice for the 21st Century, Webinar, Knowledge E and Egyptian Knowledge Bank (EKB), Mar. 2021.
 - Peer Review Process and Causes of Manuscript Rejection, Webinar, Research Support Center, Helwan University, Mar. 2021.
 - Access to legal information resources via the internet, Webinar, Research Support Center, Helwan University, Jan. 2021.
 - Research Metrics: Tracking & Measuring the Impact of your Research, Webinar, Research Support Center, Helwan University, Dec. 2020.
 - Writing for International Journals in the LIS Profession: From Manuscript to Acceptance Letter, Webinar, Naseej Academy, Sep. 2020.
 - Introduction to Scopus, Webinar, Elsevier, Apr. 2020.
 - Beyond Absolute Numbers in Essential Science Indicators (ESI) and Journal Citation Report (JCR), Webinar, Clarivate Analytics Company, Apr. 2020.
 - A guide for Successful Literature Review using the Web of Science Core Collection, Webinar, Clarivate Analytics Company, Apr. 2020.
 - The Social Media Networks and its effects in Information Organizations in the Arab World, Conference, the Arab Federation for Libraries and Information (AFLI), Cairo - Egypt, Nov. 2017.
 - Arab libraries keep pace with the environment and renewable Informatics, Conference, The International Federation of Library Associations (IFLA) and Institutions and The Arab Federation for Libraries and Information (AFLI), Alexandria – Egypt, June 2015.
 - RDA, Workshop, The Arab portal for libraries and information Cybrarians, Apr. 2014.
 - The profession of library and information studies: reality and future directions, Conference, The Arab Federation for Libraries and Information (AFLI), Medina - Saudi Arabia, Nov. 2013.
 - Services in libraries: vision and professional development, Seminar, Public Library of Maadi in cooperation with the Arab Federation for Libraries, the Egyptian Library Association, Egypt Society for Culture and Community Development _formerly Integrated Care_, Sep. 2013.
 - Solving problems by creative methods, Workshop, Helwan University and The Global Training Academy Egypt (G.T. A. E.), Jan. 2013.

Skills:

- **Computer:**

- Excellent Knowledge of MS office advanced.
- EDS EBSCO. - Koha & SLS System.
- Lib Guide & Lib Cal. (Springer Solutions)
- WordPress.
- Digital Marketing.

- **Language:**

Arabic: Fluent - Mother tongue English: Fluent.

- **Personal:**

- Presentation skills. - Leadership skills. - Teamwork skills. - Time Management. - Problem-solving.
- Adaptability. - Strong work ethics. - Information and research literacy.