

## **Holding ABEST21 International -The Quality Assurance Seminar II 2020-**

We are glad to inform you of holding the ABEST21 International Quality Assurance Seminar II 2020 on May 26, 2020 for applicant Schools that has been proceeding their SCRs. Detailed information about the seminar is as follows,

### **ABEST21 International -The Quality Assurance Seminar II 2020-**

**Date:** Tuesday 26 May, 2020, 15:00-16:00 in Tokyo time

**Venue:** virtual meeting by means of an on-line, real-time, teleconference system

**Chair:** Manager NAKAGAWA Yuka, ABEST21

15:00-15:15

#### **I. Session One: On the Self-Check/Self-Evaluation Analysis**

- Speaker: Professor Emeritus Dr. ITOH Fumio, President of the ABEST21

15:15-15:45

#### **II. Session Two: On the Self-Check/Self-Evaluation Report (SCR) and response to the questions proposed by UII, Indonesia**

- Speaker: Dr. Siti Zaleha Sahak, Arshad Ayub Graduate Business School, UiTM

15:45-16:00

#### **III. Session Three: "Q and A"**

- Chair: Dr. Siti Zaleha Sahak

#### **<How to join to the Zoom meeting>**

This meeting is going to be held using "Zoom".

1. How to join to Zoom Meeting

Step-1: Confirming that your computer or any other devices can use Zoom.

Step-2: Informing the participants' name and e-mail address to ABEST21 International Office  
(ABEST21 International Office e-mail address: 2019abest21@abest21.org)

Step-3: Joining to the Zoom meeting using Zoom's Meeting ID and Password  
We send the Meeting ID and Password to the e-mail address  
in the morning of the meeting.

## 2. For improving Zoom meeting

### 1) Using HANDSET

It is very difficult for listeners to catch voice if a speaker does not use Handset but only using a computer built in microphone device.

### 2) Siting Position

When you sit toward light and about 50cm away from the screen, everyone can clearly see you through display.

When you have any questions, please feel free to contact us.

<Contact Information>

ABEST21 International

E-mail: [2019abest21@abest21.org](mailto:2019abest21@abest21.org) / Tel.+81-33498-6220/ Fax. +81-3498-6221