



MEMORANDUM

No: FOB/003/2018

To : All FOB's Students

From : Dr. Suhaidah binti Hussain
Dean, Faculty of Business & Management

Date : 08th March 2018

Subject : INVITATION TO 3RD MEET FACULTY DAY 2018/2019

Assalamualaikum and Good day,

Please be informed, Faculty of Business & Management will organize the 3rd Meet Faculty Day as follow:

Date : 14th March 2018, Wednesday

Time of Registration : 1.45pm

Venue : Navigate Lecture Hall, Level 3 Student Affairs Centre

Attached together the itinerary event for your reference. Your attendance is **highly COMPULSORY and will be RECORDED.**

Thank you.

Yours sincerely,


Dr Suhaidah Hussain

Dean, Faculty of Business & Management

3RD FOB's MEET-THE-FACULTY-DAY

ITINERARY EVENT

Date : 14th March 2018

Day : Wednesday

Venue : Navigate Lecture Hall, Level 3 SAC

Time	Activity
1.45pm – 2.30pm	Registration & Vote for FOB Student Rep
2.30pm – 2.35pm	Welcoming Remarks by Emcee
2.35pm – 2.45pm	Speech by Dean
2.45pm – 3.15pm	Activity 1: Introduction of the Faculty Members
3.15pm – 3.45pm	Activity 2: Academic Advisor Session
3.45pm – 4.45pm	Activity 3: FOB'lous Race
4.45pm – 5.30pm	Dean's list award and prize giving ceremony
5.30pm	End of the event