

MEMO

To: Executive Deans and Deputy Deans: Teaching and Learning – to be distributed to School Directors, and Academic Staff

CC All CTL Cluster staff

From: Prof Mpho Chaka – Chief Director: Teaching and Learning

Date: 6 July 2026

Re: ACADEX Staff Training Opportunities – Supporting Academic Participation

Dear Colleagues

The ACADEX Staff Training Programme will commence during July 2026 and forms an important component of the university's commitment and readiness for the continued rollout of ACADEX.

Faculties and schools are requested to support staff participation in the various training and support opportunities available throughout the implementation period.

The target audience for this training phase includes academic staff included in [phase 2.1](#):

- First year modules offered in Semester 1 of 2027, including year modules, across all faculties.
- Faculty of Engineering modules offered in Semester 1 of 2027, including year modules.

The training programme consists of the following components

• **Foundational Orientation Training**

- An introduction to ACADEX and key concepts for getting started.

• **Facilitated Implementation Sessions**

- Practical use cases demonstrating core ACADEX functionality and teaching applications.

• **In-Person Applied Training**

- Facilitated hands-on training and implementation support.

• **Live Consultation Support**

- Individualised support, troubleshooting, and ongoing guidance throughout the rollout period.

Please encourage eligible staff members to register for and participate in the training opportunities relevant to their implementation needs. The link [infographic](#) provides an overview of the available training opportunities, key dates and support pathways. Please note that the training journey starts with the Online Virtual Foundational Orientation Session, which is mandatory for all participating staff. Multiple sessions will be offered between 20 and 31 July 2026, and staff are only required to attend one session.

Registration details can be accessed through the QR code below or registering directly on <https://ctl-nwu.libcal.com/>.



Any enquiries can be addressed to Acadex@nwu.ac.za

Your support is appreciated in ensuring that all academic staff scheduled to teach the identified modules in 2027 are informed of the programme, register for the required training, and attend the scheduled sessions. Their participation is essential to ensuring readiness for teaching and learning on ACADEX and the successful transition to the platform.

Kind regards

Prof Mpho Chaka
Chief Director: Teaching and Learning