



Spring 2018 Teaching Assistant Seminar Preliminary Agenda*
Olin Life Sciences Building Auditorium (Room 130)

Day One – Tuesday, January 2nd

8:30	-	8:45	Sign In
8:45	-	9:00	Welcome
9:00	-	9:45	Instructor Workstation Training
9:45	-	10:30	Canvas Training
10:30	-	10:45	Break
10:45	-	12:15	Conflict Management
12:30	-	1:30	TA Seminar Luncheon (Hartley Room)
1:45	-	2:00	Microteaching: Preparing a 10-min Lesson
2:00	-	2:30	Lesson Plans: Aligning Curriculum
2:30	-	5:00	Prepare & Submit Lesson Plan (via Canvas)

Day Two – Wednesday, January 3rd

8:30	-	8:45	Sign In
8:45	-	9:00	Announcements
9:00	-	10:00	Title IX: It's On Us
10:00	-	10:30	FERPA
10:30	-	10:45	Break
10:45	-	11:30	Academic Honesty
11:30	-	12:00	Support Services
12:00	-	1:00	Lunch (on your own)
1:00	-	5:00	Microteaching**

Day Three – Thursday, January 4th

8:30	-	8:45	Sign In
8:45	-	9:00	Announcements
9:00	-	9:30	Academic Resources
9:30	-	10:30	Communicating Across Cultures
10:30	-	10:45	Break
10:45	-	11:15	TA Roles and Responsibilities
11:15	-	12:00	Effectiveness in Teaching
12:00	-	1:00	Lunch (on your own)
1:00	-	5:00	Discipline-Specific Workshops***

* **Participants:** Participation in this seminar is by invitation only. All participants must have the approval of their respective departments. Please note that satisfactory completion requires attendance at all sessions and satisfactory completion of several assignments through Canvas LMS. Please plan accordingly. It is encouraged that participants bring a laptop or tablet, if possible, each day.

** **Microteaching:** Teaching Assistants (TAs) are divided into discipline-specific groups of 5-8 participants led by a microteaching facilitator(s) who is either a faculty member or an experienced TA. Each TA will lead a 10-minute topic appropriate lesson, give a 3-4 minute assessment, and hold a 1-2 minute discussion of the assessment answers. The facilitator(s) and the non-presenting TAs will act as a student audience.

*** **Discipline-Specific Workshops:** TAs will report to their academic units to learn more about the particulars of their individual positions. Topics to be covered will vary by workshop, but may include student learning styles, encouraging active learning, demonstration methods in conducting lab sessions, and additional microteaching presentations.