Office of Graduate Programs

Spring 2020 Teaching Assistant Seminar Preliminary Agenda*
Evans Library – Room 204

Day One – Tuesday, January 7
8:30 - 8:45  Sign in
8:45 - 9:00  Welcome
9:00 - 9:45  Engaging Students with Educational Technology
9:45 - 10:00  Break
10:00 - 11:45  Conflict Management
12:00 - 1:00  TA Seminar Luncheon (Hartley Room)
1:15 - 1:45  Microteaching: Preparing a 10-min Lesson
1:45 - 2:30  Lesson Plans: Aligning Curriculum
2:30 - 5:00  Prepare & Submit Lesson Plan (via Canvas)

Day Two – Wednesday, January 8
8:30 - 8:45  Sign In
8:45 - 9:00  Announcements
9:00 - 9:30  Title IX @ FIT
9:30 - 10:00  Academic Honesty
10:00 - 10:15  FERPA
10:15 - 10:30  Break
10:30 - 11:30  Support Services
11:30 - 1:00  Lunch (on your own)
1:00 - 5:00  Microteaching**

Day Three – Thursday, January 9
8:30 - 8:45  Sign In
8:45 - 9:00  Announcements
9:00 - 9:30  Academic Resources
9:30 - 10:30  Canvas Training
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  Academic Unit 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. Please note, there are no available electrical outlets in the room during the speaker presentations.

** 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.

*** Academic Unit 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. Days and times may vary, so please confirm with your academic unit administrators.