

TA Training Program 2013-4



TA Orientation - Department of Political Science

Introduction

Objectives

Before the
First Session

First Session

Q&A



Teaching Assistant Intensive Workshop

Saturday, Sept. 7 / 09:00- 15:30 / Room: GSS Penthouse

Expectations and The First Session

The BOPPPS Model

Open Forum & Challenging Classroom Situations

TA Mentoring Program

Diversity in the Classroom & Cultural Sensitivity

Grading and Assessment

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1. Preparing for the first tutorial: No need to panic!
2. First Session: Introductions and Expectations
3. Question and Answer Period

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Before the First Session

Meet with your Professor

- clarify expectations, procedures and goals
- establish open channel for communication

Become Familiar with Course Material

- central purpose/dominant themes of the course?
- what are the course requirements and assignments?
- which students take the course and why?

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Before the First Session

Be prepared

- find out BEFORE where and when the sessions are
- organize office hours and keys
- classroom materials (Reader, White Board Marker etc.)
- attendance sheet (name, student #, email, session etc.)
- Relax and don't stress out! Confidence is Key!

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First Session

Be on time (preferably early)!

Put your contact details on the board or handout (Email only!)

Greet your students - Be welcoming and friendly

Pass around attendance sheet

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First Session

Introductions - Many ways and many styles

- Start with yourself (previous education, research interests, hobbies)
- Ice Breakers (little game, fun story, desert island discs, political hero)
- Begin to remember your students' names!

Expectations and ground rules

- Mutual Respect (for others' lived experiences)
- Open discourse
- Attendance and Participation
- Explain your role as TA, grading, liaison for professor etc.

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Thanks!