Workshops for Teaching Assistants – Faculty of Science: Overview

Learn valuable skills for teaching, marking, and communication — professional skills you can use beyond grad school!

uOttawa

	Welcome and core skills	Planning DGDs[a] and lab tutorials	Facilitating DGDs[a] and lab tutorials	Creating educational videos	Common tech – Brightspace, Teams, Zoom	Marking and proctoring	Touching base
Workshop description Prepare for each workshop by reading the associated <u>TA Guide</u> chapter or TLSS documentation, as applicable	☐ Welcome + introductions ☐ TA roles ☐ Communication as a TA ☐ Equity + inclusion ☐ Resources	☐ Identify the intended learning outcomes ☐ Find learning activities ☐ Interaction + feedback	☐ Practice facilitating DGDs or lab tutorials ☐ Give + receive feedback from peers	☐ Identify strengths + weaknesses of educ. videos ☐ Create your own video ☐ Give + receive feedback	☐ Practice using key features of Brightspace ☐ Split into groups based on specific tech to practice	☐ Practice using key features of Brightspace ☐ Case studies of marking issues ☐ Proctoring tips	☐ Strategy conversations with other TAs ☐ Dates (12 – 1 pm): Oct 8, Oct 22, Nov 5, Nov 19, Dec 3
Dates and times[c]	Sept 1, 12 – 1 pm	Sept 2, 12 – 1 pm	Sept 3, 12 – 1 pm	Sept 8, 12 – 1 pm	Sept 10, 12 –1 pm	Sept 24, 12–1 pm	See above
Associated chapter in the <u>TA Guide</u> or TLSS[d] documents	<u>Welcome</u> <u>Communication</u>	<u>Planning DGDs</u> and <u>lab tutorials</u>	<u>Facilitating</u> <u>Community</u> <u>If things go wrong</u>	<u>Creating educational videos</u>	<u>Brightspace</u> <u>Teams</u> <u>Zoom</u>	<u>Marking</u>	Nothing specific for this one

General information
- The workshops are optional unless assigned by your course supervisor
- <u>Register here</u> at least 2 hours before each session.

Contact information
- Workshop questions: <u>alison.flynn@uOttawa.ca</u>
- Course responsibilities: course professor/supervisor
- Contract questions: Departmental office
- Graduate studies in general: <u>Graduate Studies Office</u>

Notes
[a] DGD = Discussion group | Groupe de discussion
[b] Experienced TAs are welcomed to lend experience and meet other TAs
[c] <u>Register here</u>. Workshop recordings are sent to all registered TAs
[d] TLSS = uOttawa's <u>Teaching and Learning Support Service</u> that hosts training, Q&A, and resource documents