

# *Being a Teaching Assistant for the First Time*

Presented by Naemeh Naghavi

Faculty of Engineering

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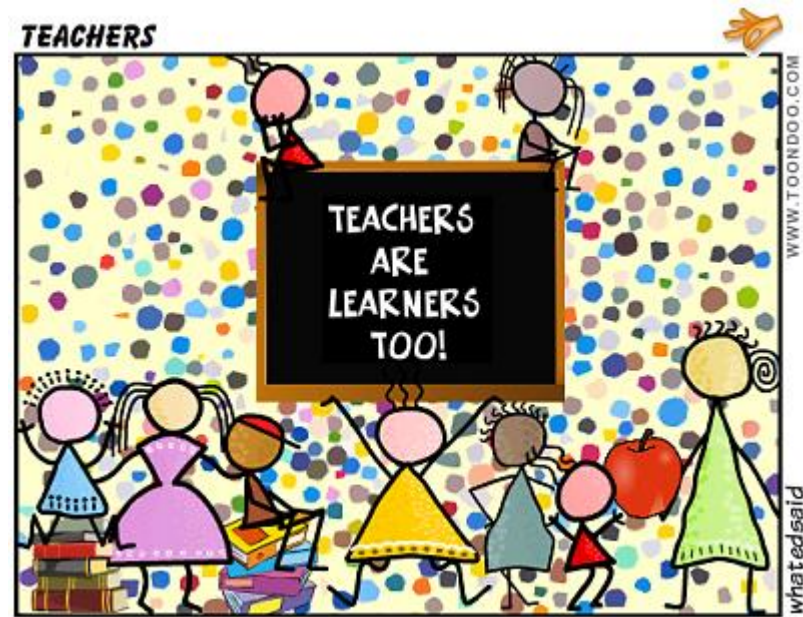
# Today's outline

- Your Experience
- Outside Class
- Inside Class
- Introducing Yourself
- Icebreaker
- Rules and Expectations
- Talking about Goals
- Some Funny Facts of Being Teaching Assistant
- References

# How was your experience being a teaching assistant for the first time?

- <http://www.youtube.com/watch?v=ewlHN9SGuv0>

# Teaching is a good opportunity to learn

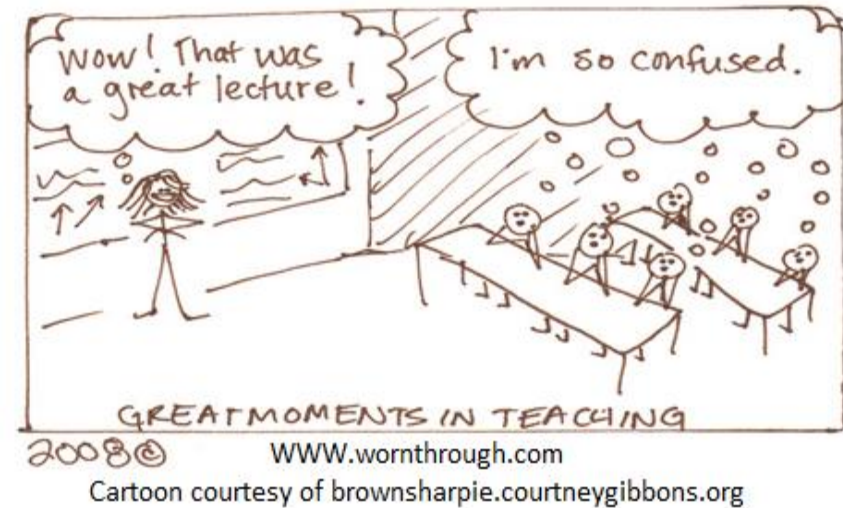


# Outside Class

- Discuss responsibilities with the course supervisor;
- TAs are trained as researchers rather than teachers (DeCesare,2003); hence the transition to accomplishing the TA responsibilities becomes a difficult task;
- Meet regularly with instructor for any clarification because he is a major source of support and information;
- Consult the instructor of the course about students requests;
- To feel confident you can attend class sessions to see the teaching style of the course instructor or observe your mentors or experienced TA;
- Identify effective teaching methods by observation;
- Do not be afraid to ask for advice from experienced person;
- Have plans and write them down;

# Inside Class

- Dress like a teacher;
- Make eye contact;
- Being nervous is natural;
- Act confident even if you are not;
- Do not let students know it is your first time (be well prepared, talk and teach confidently);
- Do not be too much apologetic in your tone;



# Inside Class

- Communicate with students learn their names (use name tags). It is great to greet everyone as individuals;
- Take your written plans to the class;
- Do not become friends or more with your students;
- Set the authority (do not be too comfortable with your students);
- No exceptions in rules;
- Don't make any comments that could be interpreted as offensive to someone's gender, race, culture, religious beliefs, sexual orientation, or other sensitive topics.

# Introduce yourself

\*Check if instructor will introduce you

- Your name and how you expect students to call you;
- Where you are from (optional);
- What your role in the classroom will be and your duties;
- How long you will working with the class;
- Other teaching assistant working with you and the shared work;
- Do not use humor that may cross the borderlines;
- Make it short 😊



# Icebreaker

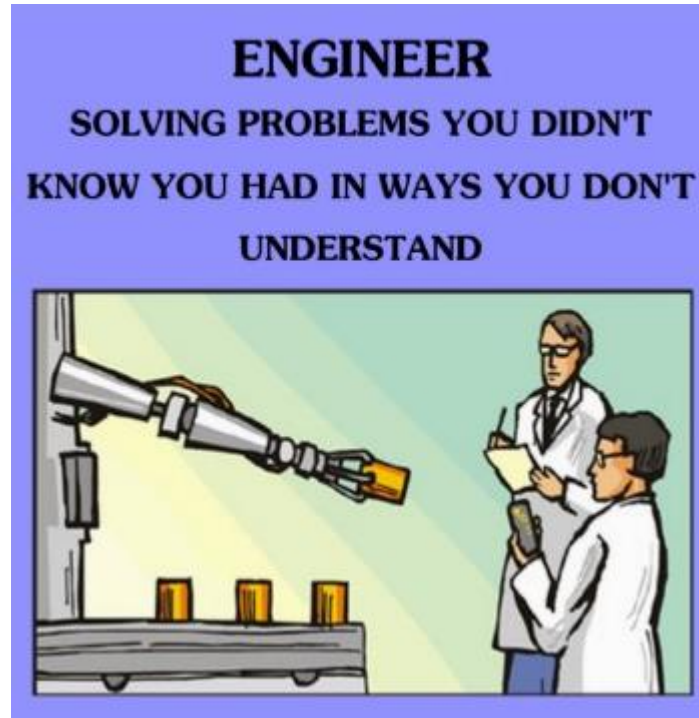
- Ask them to introduce themselves and talk about the meaning and history of their names;
- Ask if they have studied this subject before;
- Ask what would they like to get out of this course;
- Ask if they can talk about examples related to the subject from the real world;

# Rules and Expectations

\*Consult the instructor before class about the course rules

- Basic rules
- Grading
- Attendance
- Cheating
- Absences
- Safety

# Talk about goals



[www.zazzle.com](http://www.zazzle.com)

# Campus Resources Available to Graduate Teaching Assistants

- Teaching Support Center;
- Student Services and Office of Register;
- Student Development Center;
- School of Graduate and Postdoctoral Studies;
- Office of the Ombudsperson;
- Campus Police (Non-emergencies or inquiries);
- Student Health Services;
- The Student Success Center;

# Some Funny Facts of Being Teaching Assistant

**THE PHD COMICS GUIDE TO T.A. OFFICE\* HOURS**

ATTENDANCE IS EXPONENTIAL: \*ASSUMING YOU HAVE AN OFFICE

OFFICE HOUR ATTENDANCE

THE DAY BEFORE THE BIG EXAM

DAY GRADES ARE POSTED

ACADEMIC TERM

JORGE CHAN © 2011

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**BEST TIMES TO HOLD OFFICE HOURS:\***

- FRIDAY AFTERNOONS
- CLASS TIME
- DAY AFTER HOMEWORK IS DUE

\*SO NOBODY WILL SHOW UP

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**BEWARE THE PRE'S:**

LIVES WILL DEPEND ON ME. CAN I GET AN "A" FOR "C" WORK? PRE-MED

MY TUTION PAYS YOU AS YOUR CUSTOMER, I DEMAND AN "A"! PRE-BUSINESS

I CAN'T BE RESPONSIBLE FOR MATERIAL COVERED DURING CLASSES I SKIPPED. YES, BUT WHY???

PRE-LAW PRE-PHD

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**NEVER REVEAL TO STUDENTS...**

~~YOUR CELL-PHONE #~~

~~YOUR HOME ADDRESS~~

~~YOUR PERSONAL LIFE~~

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**BEING THE "EVIL" T.A. IS IT A BAD THING?**

CON	PRO
students won't like you	students won't talk to you

**ANSWER: NO.**

WWW.PHDCOMICS.COM

***Keep trying***



# References

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***Any Questions ...?***

***Thank you***