



Northeastern

International Teaching Assistants Orientation Program

Preliminary Schedule August 30 – September 3, 2010

Monday, August 30

Ryder Hall, Rooms TBA

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| Registration & Introduction | 09:00 - 09:30 |
| Photo; Composition; Interview; | 09:30 - 12:00 |
| Lunch Break | 12:00 - 12:30 |
| Program Orientation | 12:30 - 01:15 |
| Mandatory SEVIS Information Session (403EL) | 01:30 - 02:30 |
| Late Immigration Clearance; Interview Room (403EL) | 02:30 - 04:30 |

Tuesday, August 31

Ryder Hall, Rooms TBA

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| Teaching Skills: Cathy Sadow | 10:00 - 10:50 |
| "Presentation Techniques and Designing a Syllabus" | |
| Speaking Skills: Practice for First Videotaping | 11:00 - 12:30 |
| Lunch Break: University Faculty | 12:30 - 01:00 |
| First Videotaping Session: <i>Presenting Me</i> | 01:00 - 02:30 |
| Late immigration Clearance, Interview Room (403EL) | 02:00 - 03:00 |

Wednesday, September 1

Ryder Hall, Rooms TBA

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| Speaking Skills: Practice Making Presentations | 09:00 - 12:00 |
| Lunch Break: University Faculty | 12:00 - 12:30 |
| Teaching Skills: Judy DeFilippo, "You and Your Students" | 12:30 - 01:30 |
| Reviewing Syllabus: Cal Ramsdell | 01:30 - 01:45 |

University-Wide Teaching Assistants Orientation

TBA

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| Registration and Greetings | 02:00 - 02:20 |
| University Benefits and Employment | 02:20 - 02:30 |
| Technology at NU | 02:30 - 03:30 |
| Coffee Break | 03:30 - 03:45 |
| Working in a Diverse Environment | 03:45 - 04:15 |
| Managing Your Classroom (TBA) or | |
| Managing Your Lab (TBA) | 04:20 - 05:30 |

Thursday, September 2

Ryder Hall, Rooms TBA

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| Speaking Skills: Practice for Second Videotaping | 09:00 - 11:30 |
| Lunch Break: University Faculty | 11:30 - 12:00 |
| Second Videotaping Session: <i>First Day</i> | 12:00 - 01:30 |

University-Wide Teaching Assistants Orientation

TBA

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|--|---------------|
| Effective Faculty/TA Communication | 02:00 - 02:45 |
| Center for Innovation and Excellence in Teaching | 02:45 - 03:00 |
| Coffee Break | 03:00 - 03:15 |
| Effective Presentations | 03:15 - 04:15 |
| Special Teaching Concerns | 04:15 - 05:00 |
| TA Panel Discussion | 05:00 - 05:30 |

Teaching Assistants Reception

TBA

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| Reception | 06:00 - 08:00 |
| Faculty and Invited Guests | |

Friday, September 3

Ryder Hall, Rooms TBA

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| Third Videotaping Session: <i>Interacting</i> | 09:00 - 11:30 |
| Teaching Skills Symposium: "Teaching at Northeastern" | 11:30 - 12:00 |
| Graduate TA speakers: TBA | |
| Lunch Break: University Faculty | 12:00 - 12:30 |
| Teaching Skills Seminar: Suzanne Davis, Kate Dingle | 12:30 - 01:30 |
| "Videotapes: TA Dilemmas" | |
| Evaluation Results TBA | 02:30 - 03:30 |

General: See "Dead Poets Society", Media Center, Snell Library, PN1995.9.Y6 D43 1998

For Further Information:

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Teaching Assistant Resource link: <http://www.atsweb.neu.edu/taresource/>