**TA/TM week: Orientation to Remote Teaching - Fall 2020**

Interactive workshop sessions offered in Zoom

TAs and TMs may choose to participate in the sessions that best meet their learning needs. Additional learning materials are available on the [Remote Teaching for TAs and TMs Canvas site](https://canvas.sfu.ca/enroll/GW3C6K).

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<tr>
<th>Date</th>
<th>Workshop</th>
<th>Presenters</th>
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<tr>
<td>Sept 8</td>
<td><strong>Introduction to Remote Teaching</strong></td>
<td>Nanda Dimitrov, CEE&lt;br&gt;Sarah Ford, CEE&lt;br&gt;Fiona Shaw, CEE&lt;br&gt;Michelle La, Anthropology</td>
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<td>1:00-2:00pm</td>
<td>In this session, we will explore the role of TAs and TMs in remote teaching and discuss ethical principles in university teaching. You will learn about synchronous and asynchronous teaching approaches, become aware of campus resources for supporting student success, and have a chance to learn about the asynchronous learning opportunities for TAs and TMs through the Remote Teaching for TAs and TMs Canvas site.</td>
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<td>Sept 8</td>
<td><strong>Welcome from TSSU</strong></td>
<td>TSSU</td>
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<td>2:15-2:45pm</td>
<td>What is expected of me as a TA/TM? What role does the course supervisor play? What is a TUG? What is a Base Unit? What’s the difference between a lab and a tutorial? Do TAs/TMs have any benefits? What are members’ rights? Workshop participants will learn about the mechanics of their job as TAs and TMs, discover the resources and benefits available to them, their rights and responsibilities, teaching tips for the classroom, and more.</td>
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<td>Sept 8</td>
<td><strong>Survival Strategies for TAs and TMs</strong></td>
<td>Ed Graham&lt;br&gt;Katie Gravestock&lt;br&gt;TSSU</td>
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<td>3:00-4:15pm</td>
<td>What is expected of me as a TA/TM? What role does the course supervisor play? What is a TUG? What is a Base Unit? What’s the difference between a lab and a tutorial? Do TAs/TMs have any benefits? What are members’ rights? Workshop participants will learn about the mechanics of their job as TAs and TMs, discover the resources and benefits available to them, their rights and responsibilities, teaching tips for the classroom, and more.</td>
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<td>Sept 8</td>
<td><strong>Introduction to Teaching with Zoom</strong></td>
<td>Olga Belikov&lt;br&gt;Bianca Brigidi&lt;br&gt;Amanda Wallace&lt;br&gt;Centre for Educational Excellence</td>
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<td>2:30-3:30pm</td>
<td>This virtual workshop will focus on how to use Zoom as a tool for effective online instruction. We will demonstrate features in Zoom that can be leveraged for teaching and learning, as well as highlight best practices for online synchronous instruction. We will demonstrate how to use breakout rooms, whiteboards, the chat feature, and facilitate conversations. We will also address how you can improve the security of your sessions in light of current issues some instructors have had while using Zoom.</td>
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<td>Sept 9</td>
<td><strong>Navigating Your TA Assignment: Advice from Experienced TAs and Faculty</strong></td>
<td>Sheri Fabian, Criminology&lt;br&gt;Clint Burnham, English&lt;br&gt;Michelle La, Anthropology</td>
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<td>1:00-2:00pm</td>
<td>Faculty members and experienced teaching assistants/tutor markers from diverse disciplines will share advice and answer questions about managing your time while teaching online, engaging your students, creating community and setting up ground rules in your tutorial, holding online office hours and clarifying expectations with your course supervisor, among many others.</td>
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| Sept 9 | 2:15-3:30pm   | **Common Workplace Scenarios and Solutions**                                                     | Lea Hogan
Maria Cristina Albuquerque
Seamus Bright Grayer
TSSU                         |
|        |               | Working as a TA or TM is, for many, the first experience teaching or working with students, and it is common for TAs and TMs not to know how to respond to new workplace scenarios. This session aims to show new and veteran TAs and TMs how the Collective Agreement informs responses to such situations, and how it protects TSSU members. This workshop will increase participants' awareness of their roles and responsibilities as a TA or TM, so they come away with strategies and solutions for responding to common scenarios. Topics will include:
- Responding to common situations encountered by TAs and TMs (e.g., too much marking, or the process for taking sick leave)
- TSSU member rights
- Working and communicating with course supervisors
- TA/TM safety
- Problem solving and conflict resolution |
| Sept 10| 1:00-2:00pm   | **Introduction to Teaching with Canvas**                                                           | Kar-on Lee
Christina Drabik
Centre for Educational Excellence |
|        |               | This workshop will address basic functionality in Canvas: you will learn about the integration of course materials and assignments, learn how to grade assignments in Gradebook, and how to set up discussion groups and communicate with your students effectively in Canvas. |
| Sept 10| 2:15-3:30pm   | **Introduction to Teaching with Blackboard Collaborate**                                         | Christina Drabik
Kar-on Lee
Centre for Educational Excellence |
|        |               | The Blackboard Collaborate Ultra workshop will provide information on how this tool can be used to facilitate tutorials and record and share mini-lectures with your students. We will overview some of the features such as using breakout groups, delivering student presentations, sharing a presentation or document from your desktop and engaging students with polls. CEE's Blackboard experts will answer your questions during the session. |
| Sept 11| 1:00-2:00pm   | **Teaching Across Cultures: Strategies for International TAs**                                   | Nanda Dimitrov
Fiona Shaw
Bianca Brigidi
Amanda Wallace
Eilidh Singh
Centre for Educational Excellence |
|        |               | Join us to learn about cultural differences in instructor, TA and student roles; explore strategies for taking initiative and navigating power distance in TA/supervisor and TA/student relationships and discuss strategies for inclusive teaching and communicating across cultures in the SFU classroom. Participants will leave the session with a greater awareness of SFU's diverse campus community, and resources for international TAs. |
| Sept 11| 2:15-3:30pm   | **A Day in the Life of a TA/TM: Case Studies in Classroom Management and Ethics**                | Michelle La, Anthropology
Nanda Dimitrov
Fiona Shaw
Bianca Brigidi
Sarah Ford
Centre for Educational Excellence |
|        |               | In this interactive session, you will collaborate with a small group of TAs to develop effective solutions to challenging classroom management situations related to academic integrity, accommodation, and class disruption. You will become familiar with campus policies and resources that will enable you and your students to respond to these challenges and seek additional support if needed. |
Remote Teaching for TAs and TMs - Online Modules

Self-directed, asynchronous learning will be available to TAs throughout the week via the Remote Teaching for TAs and TMs Canvas site. The online modules on the site provide teaching and facilitation strategies that TAs and TMs can use to create engaging learning experiences for undergraduates. Learn about:

- Facilitating Online Tutorials in Zoom/Blackboard
- Marking Assignments, Discussions and Exams
- Facilitating Active Learning in Tutorials and Labs
- Communicating with Your Course Supervisor
  - Holding Office Hours Online
  - Supporting Student Success

Enroll at: https://canvas.sfu.ca/enroll/GW3C6K

This is a draft program, times are subject to minor change.

Additional teaching resources and workshops are available on the CEE website.

CEE programs are open to teaching assistants and sessional instructors.