

ECONOMICS 301: GSI Pedagogy Workshop

Section 1 (CCN 23161)

241 Cory, Fridays, 10:10 a.m. - noon

First Meeting on Monday, August 24, 9:10 - 1:00 p.m.

<http://www.econ.berkeley.edu/~olney/fall09/econ301>

This is the GSI Pedagogy Workshop for GSIs in the Department of Economics. First-time GSIs are required to attend this or some other pedagogy workshop on campus. Experienced GSIs are welcome. The goal of the workshop is to teach teaching.

Professor: Martha Olney, 691 Evans, 642-6083, Olney@econ.berkeley.edu

Office Hours: Prof. Olney will have scheduled office hours for Econ 100B undergrads. You can always try to come then but odds are you'll have to wait. Email requests for appointments, even on short notice, are better. Also, email is sometimes an effective substitute for an in-person meeting.

Books:

Curzan, Anne and Lisa Damour, *First Day to Final Grade: A Graduate Student's Guide to Teaching*, 2nd edition, University of Michigan Press, 2006.

Davis, Barbara Gross. *Tools for Teaching*, 2nd edition, Jossey-Bass, 2009. I strongly recommend that you buy the book and keep it forever if you are going to be a professor.

Meeting Dates

Monday, Aug 24, 9:10 - 1

Friday, Sept 4

Friday, Oct 9

Friday, Aug 28

Friday, Sept 11

Friday, Oct 16

Friday, Nov 6

My Responsibilities: To run workshops that enhance your teaching abilities. To be available for consultation at mutually convenient times. To make classroom visits at your request. To convey enthusiasm for teaching.

Your Responsibilities: To attend and participate in the scheduled meetings of the workshop. To complete assignments on time. To write a 2-minute reflection paper at the end of each session. To be videotaped in the classroom and to review your videotape with Vinci Chow (vincichow@berkeley.edu).

Approved Absences: If you are unable to attend a session, you must [1] get prior permission from Prof. Olney to be absent and [2] write a 2-4 page reflection paper on the reading assignments for that session (typed, double-spaced, 1" margins, 12 pt font). The reflection paper is due by 5 p.m. on the Monday immediately following the missed session and should be submitted by email. **Note:** If you miss more than 4 hours of sessions, even with approval and completion of makeup work, you'll fail the course.

Topics & Associated Chapters in Curzan & Damour (C&D) and Davis

Note: Each session begins with unlimited time for checking in and receiving feedback from the group. Come prepared to share your tales of success or woe from the classroom.

- August 24 Administrative Details; Your Section Syllabus; The First Day; You as Teacher; Sexual Harassment; Teaching Tips; Our Classrooms; Teaching Tips; Thinking about Teaching
READ: Curzan & Damour, Chapters 1, 2, and 10
 Davis, Chapters 2, 3, 4, 32, 46, 48, 55, 56
- August 28 Participation Styles; Active Learning; Cooperative Learning
READ: Curzan & Damour, Chapters 3, 4, and 6
 Davis, Chapters 9-13, 15, 16, 21-23
- September 4 Powerpoint Presentations; Teaching Graphs; Diversity in the Classroom; Students in Crisis
READ: Curzan & Damour, Chapters 5 and 7
 Davis, Chapters 5-8, 51
- September 11 Academic Honesty; Administering & Grading Exams; Grading Problem Sets; Grade Disputes
READ: Curzan & Damour, Chapter 8
 Davis, Chapters 36-44
- October 9 Observations of Teaching; Time Management, revisited; Intellectual Development Models
READ: Curzan & Damour, Chapter 9
 Davis, Chapters 29-31, 52, 53
- October 16 Mid-term Evaluation of Your Teaching; Bloom's Taxonomy; Writing Exams, Problem Sets, Answer Keys
READ: Davis, Chapters 34-35
- November 6 Wrapping up; Writing Syllabi and Letters of Recommendation
READ: Davis, Chapters 1-2, 14, 17, 18, 59-61

Grading: First-time GSIs: If you attend, participate, are videotaped, and turn in all of the assignments and 2-minute papers, then you will pass. If you miss a class without prior permission, then you won't pass. If you miss more than 4 hours of sessions, you won't pass. If you fail to turn in all assignments by November 6, you won't pass.

Assignments:

- [1] At the end of each session, you will write a 2-minute paper describing something you learned that day, and (most importantly) how what you learned may impact your teaching.
- [2] Additional assignments are listed below.

Note: There is in-class work that immediately follows your completion of assignments 1, 4, and 5, so there are no late papers accepted for assignments 1, 4, and 5.

#1 Due Monday August 24

After reading Chapters 1-2 of Curzan and Damour, prepare a first draft of the syllabus for your section(s). If you don't have all the information you need (section number, day, time, location), make it obvious where that information will be added. For instance you might put:

Office Hours: >>I don't know yet<<

Bring 3 hard copies of your first draft with you to the first session of Econ 301, Monday August 24.

#2 Due Thursday August 27 by 5 p.m.

Submit the final draft of your syllabus to me via bspace: assignments tab, as an attachment.

#3 Due Friday August 28

(a) Submit a one-page letter of introduction of yourself to me. If you can, please include a photo. In your letter of introduction, include your name and any other information about yourself that you'd like to share with me. Print this out and bring it to class.

(b) Post an introduction of yourself to your Econ 301 peers to the bspace forum (discussion board) no later than 10 a.m. on Friday August 28. Post your intro inline, not as an attachment. Don't bother posting the photo, just the text.

#4 Due Friday September 4

Prepare one powerpoint slide and present it in 301 on September 4. (If you don't have ppt, then do the equivalent with another program and create a pdf slide show.) The ppt slide you prepare should be relevant to the class you're teaching. Think of this as what we'd see if we dropped into your class in the midst of the session. The goal of the assignment is to determine good and not-so-good practices in powerpoint presentation.

Bring your ppt or pdf to class on a flash drive. No need to bring a laptop. Be prepared to present the material contained in the ppt slide. Your oral presentation is limited to 3 minutes.

#5 Due Friday October 9

Read through OED's Observation Checklist <http://teaching.berkeley.edu/observe.html>. Attend a class on campus, in any department. (One possibility is to observe a former recipient of the campus teaching award. You may access the list of winners under "awards" at <http://teaching.berkeley.edu/>.) Write a 2-3 page paper in which you: briefly describe the class, note the instructor's strengths and weaknesses (a bulleted list may be most helpful in this section), and discuss what lessons you learned for your own teaching. Bring this assignment to class on October 9, prepared for small-group discussion. Turn in the assignment at the end of class on October 9.