

TA Training - Principles of Interactions Suggested Ideas

Principle	Good Ideas	Less Good Ideas
Maximize Student Faculty Contact	<p>Ideally TAs can extend availability of faculty</p> <p>Be a conductor between faculty and students for flow of communication, appointments, work/assignments</p> <p>Hold office hours</p> <p>Be approachable, a role model</p> <p>Group tutoring sessions</p> <p>Be an additional keeper of <i>materials</i></p> <p>Conduct email check-ins with students</p> <p>Develop a rapport/comfort level with students, share past experiences.</p> <p>Attend class at least once weekly</p> <p>Check-in with Professor on common issues</p>	<p>Giving out professor's cell number without permission</p> <p>Being available 24/7</p> <p>Working with a professor who does not hold office hours and meetings with you</p> <p>Facebook and Rate My Professor</p>
Prompt Feedback	<p>Working with professors on managing work flow for grading and returning grading papers (big class), reviewing drafts of papers if there is a structured paper format.</p> <p>Remind students yours is "provisional commentary."</p> <p>Keeping timelines for instructors based on the syllabus, comments on labs weekly.</p> <p>Responding to students in a timely manner, be fair and generous to all, helps you as well.</p> <p>Keeping up to date records i.e. gradebook/attendance</p> <p>Respecting student works</p>	<p>Returning disrespected work.</p> <p>No showing.</p> <p>Inappropriate feedback.</p>
Time on Task	<p>Knowing what the task is</p> <p>Modeling that learning is a process of engaging with materials.</p> <p>TAs can approach this in that their undergrad experience was not that long ago.</p> <p>Reminding</p>	<p>Assuming that just because students are in college that they know stuff or do not deserve their questions answered in a respectful way.</p> <p>Assuming they have time.</p>
Communicate High Expectations	<p>Modeling the management of piles of work.</p> <p>Encouraging students.</p> <p>Helping them keep big questions in mind.</p> <p>Ensuring they have pride in their work.</p> <p>Emphasizing effort and pride.</p>	<p>Giving students all the answers.</p>