

INTERNATIONAL TEACHING ASSISTANT TRAINING
August 2007

Day 1	Thursday, August 2nd
8:30 a.m. – 9 a.m.	Snacks and Sign-in
9 a.m. – 10 a.m.	Introduction to ITA workshop Staff Introductions, Discussion about sign-in procedures, Receiving ITA certificates, Expectations of attendees
10 a.m. – 11 a.m.	Topic: What is the American Student? A primer on the OU Student This presentation will discuss the American university student and the American educational system, teaching across the curriculum, the OU student body such as the demographics and fraternity/sorority system, types of teaching positions, research, and clarity of expectations of the TA depending on the teaching position.
11 a.m. – 12 p.m.	Presentation Preparation (Pre) <ul style="list-style-type: none"> • Attendees will be given this time to prepare to teach a 3-4 minute presentation on one concept. Attendees should expect their presentations to be videotaped. Attendees will be placed into smaller groups for presentation and video viewing at this time. • While they prepare for their presentation, they will practice, “Think, Pair, Share” in which ITAs will think about their presentation alone, pair up to share their ideas and receive feedback.
12 p.m. – 12:30 p.m.	Pizza lunch provided
12:30 p.m. – 1 p.m.	Practice presentation in small groups.
1 p.m. – 3:15 p.m.	Presentation <ul style="list-style-type: none"> • Video presentations and viewing presentation. ITA attendees will present their prepared 3-4 presentations at this time in groups. Immediately after all in their group present, individuals can view their own presentation and participate in a class discussion. • Video cameras will be set up so that each individual can view his/her presentation by himself/herself. While individuals are taking turns viewing their presentation, ITA staff will lead a discussion on the following topics: • Types of feedback (positive/negative) and listening skills for productive classroom behavior
3:30 p.m. – 3:45 p.m.	All attendees: Wrap up of day 1, discussion of next days events and the importance of the video presentations.
	ITA Staff members only will meet for debriefing. (3:45 p.m. - 4:30 p.m.)

Day 2	Friday, August 3rd
8:30 a.m. – 9 a.m.	Snacks and Sign-in
9 a.m. – 9:15 a.m.	<p>Small Section Groups Whole group meet for day overview. ITA attendees will be split up into three groups A, B, C for smaller class sessions.</p> <p>The 3 class sessions will cover:</p> <p>Classroom 1: Verbal pragmatics—appropriate/inappropriate topics, inclusive versus exclusive language (sexist/racist language), and accepting and giving compliments.</p> <p>Classroom 2: Non-verbal behaviors—interpersonal bubbles, perceptions of time, territoriality, the power of touch, facial expressions, and eye contact</p> <p>Classroom 3: Cultural scenarios—students will be given scenarios created by past ITA attendees as well as other instructors about scenarios that typical ITAs go through.</p>
9:15 a.m. – 10:15 a.m.	Group A – Classroom 1 Group B – Classroom 2 Group C – Classroom 3
10:15 a.m. – 11:15 a.m.	Group B – Classroom 1 Group C – Classroom 2 Group A – Classroom 3
11:15 a.m. – 12:15 p.m.	Group C – Classroom 1 Group A – Classroom 2 Group B – Classroom 3
12:15 p.m. – 1 p.m.	Lunch provided
1 p.m. – 2 p.m.	<p>Topic: Lecturing and Communication in the Classroom Presentation on general practices of lecturing and teaching, creating immediacy in the classroom, do's and don'ts of instructing</p>
2 p.m. – 3:30 p.m.	<p>Small Section Groups Once again, attendees will be split up into smaller groups to learn the following topics:</p> <ul style="list-style-type: none"> a) tips for lecturing with an accent, b) lab/discussion/section leaders and problems <p>Each ITA staff will be responsible for one of these groups and responsible for teaching/leading all of the topics.</p> Group A Group B Group C
3:30 p.m. – 3:45 p.m.	<p>Overview Regroup, overview of today's events, overview of next day's events</p>

	ITA participants are strongly encouraged to read the Krupnick handout as provided in their binders for the next day's discussion.
	ITA Staff members only will meet for debriefing. (3:45 p.m. - 4:30 p.m.)
Day 3	Monday, August 6th
8:30 a.m. – 9 a.m.	Snacks and Sign-in
9 a.m. – 10:30 a.m.	Topic: Gender, race, (dis)ability, sexuality and handling potential problems in the classroom. In this session, we'll discuss important topics affecting the classroom such as differences in the perception of women and men instructors, differences in perception of women/men students, suggestions for handling student complaints, and other important issues to recognize in your classroom.
10:30 a.m. – 12 p.m.	Panel Current international TAs discuss their experience as discussion/section/lab leaders, lecturers, and their lives as researchers and graduate students
12 p.m. – 1 p.m.	Group Photo and Lunch is on your own
1 p.m. – 2:15 p.m.	Presentation Preparation (Post) Overview of final classroom simulation task. Work on classroom simulation in pairs, then in groups.
	ITA Staff members only will meet for debriefing. (2:15 p.m. - 3:30 p.m.)
Day 4	Tuesday, August 7th
8:30 a.m. – 9 a.m.	Snacks and Sign-in
9 a.m. – 9:30 a.m.	Preview schedule
9:30 a.m. – 12 p.m.	Final Class Presentations ITA attendees will once again present classroom simulations, however, they will present on new subject with the same time limitations. Participants cannot use PowerPoint.
12:15 p.m. – 2 p.m.	ITA Banquet An annual event, this ITA banquet not only showcases good food catered by the Union, this is a time we recognize all attendees and staff.
	ITA Staff Final Debriefing. (Staff should anticipate at least a 3 hour meeting)