



NORTHERN ILLINOIS UNIVERSITY
FACULTY DEVELOPMENT AND INSTRUCTIONAL DESIGN CENTER
Fall 2008 Teaching Assistant Orientation
Tuesday, August 19, 2008, 8:00 am to 3:15 pm



The purpose of this orientation is to introduce graduate teaching assistants to basic principles of teaching, share information about campus support resources, and provide networking opportunities with both new and experienced TAs at NIU. Below is the tentative agenda:

GENERAL SESSIONS

- 8:00 am Check-In and Refreshments
- 8:30 am *Welcome and Overview*
- 8:45 am *Overview of Teaching and Related Responsibilities*
- 10:00 am Break
- 10:15 am *Classroom Management*
- 10:45 am *Accommodations, Counseling and Library Resources*
- 11:45 am Lunch
- 1:00 pm *Stress Reliever Strategies*
Promoting Academic Integrity in the Classroom
- 2:00 pm Break

BREAKOUT SESSIONS (Select 1 session below to attend)*

- 2:15 pm *Preparing to Teach*
Interactive Instructional Strategies
Assessing Student Learning
Teaching with Technology
Presenting/Communicating Effectively
- 3:15 pm **Evaluation and Closing at Individual Breakout Sessions**

Sample of Participants' Feedback from Fall 2007 TA Orientation:

- *Presenters were fantastic. Very helpful info.*
- *Excellent presenters.*
- *Very good timing, great speakers!*
- *I enjoyed it!*
- *Overall great presentations and organization!*

Registration Deadline: Wednesday, August 13, 2008

Registration Information

This orientation is open to all graduate teaching assistants, research assistants, and staff assistants at NIU. Registered participants will receive orientation materials, refreshments, lunch and a certificate of participation. Pre-register online, by email or fax, or by completing and returning the form below. Due to the expensive nature of the program, limited seats available, and advance notice required for arrangements, please register by the deadline and attend the entire orientation. The registration response will be sent to your NIU email account. After submitting the registration form, if you do not receive a response within 2 working days, please contact the Center at tadev@niu.edu. After registering, if you are unable to attend, please notify us by **Friday, August 15, 2008.**

Please return the completed form below to:

Faculty Development and Instructional Design Center, 319 Adams Hall, Northern Illinois University, DeKalb, Illinois 60115
Online: www.facdev.niu.edu/facdev/ta/orientation ■ Email: tadev@niu.edu ■ Fax: (815) 753-2595

Fall 2008 Teaching Assistant Orientation Registration Form, Tuesday, August 19, 2008

Name (as it should appear on the certificate): _____

Department: _____

Phone: _____ **NIU Email:** _____

Plan to attend lunch: ___ Yes ___ No **Special Accommodations** (if applicable): _____

***Breakout Sessions: 2:15 – 3:15 pm** (Place a check mark next to 1 breakout session you would like to attend):

- ___ Preparing to Teach ___ Interactive Instructional Strategies ___ Assessing Student Learning
- ___ Teaching with Technology ___ Presenting/Communicating Effectively

