



## Training: Start to Teach

*“Taking steps in your professional development as a teacher”*

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As a PhD student, teaching can be part of your training or job description. ‘Start to teach’ is aimed at the first principles of being a teacher, through a series of workshops filled with exercises and assignments that will support you in planning and preparing your teaching activities, involving and activating students, giving feedback and marking exams and assignments.



The training will start a few weeks before the start of your teaching activities. Assignments will continue during your teaching activities to enable on-the-job reflection. Practical assignments will be provided via Nestor.

### **ENTRY REQUIREMENTS**

For this training you will need:

- Assigned teaching activities during the training programme
- English language skills at a sufficient level to present and to participate in discussions with peers

### **DATES**

During this academic year, there will be three more runs of Start to Teach. Please choose **one run**, which matches the block of your teaching activities.

<b>Block 2</b>	November 7, 2017 (9.30 a.m. – 4.30 p.m.) November 21, 2017 (9.30 a.m. – 1 p.m.) December 5, 2017 (9.30 a.m. – 1 p.m.) December 19, 2017 (9.30 a.m. – 1 p.m.)
<b>Block 3</b>	January 30, 2018 (9.30 a.m. – 4.30 p.m.) February 13, 2018 (9.30 a.m. – 1 p.m.) February 27, 2018 (9.30 a.m. – 1 p.m.) March 13, 2018 (9.30 a.m. – 1 p.m.)
<b>Block 4</b>	April 12, 2018 (9.30 a.m. – 4.30 p.m.) April 26, 2018 (9.30 a.m. – 1 p.m.) May 17, 2018 (9.30 a.m. – 1 p.m.) May 31, 2018 (9.30 a.m. – 1 p.m.)

Before this training, and in between the meetings, there will be practical assignments that directly relate to your teaching activities.

### **TIME INVESTMENT**

42 hours (1,5 ECTS). Note that preparation of assignments is required before meeting attendance

### **CERTIFICATE**

Successful completion of all assignments and 75% attendance will award you a certificate. Please note that *the first session is absolutely mandatory* in order to follow the course.

### **CONTACT INFO**

For more information and questions:

Sytske Nijdam (student assistant ESI), [sytske.nijdam@rug.nl](mailto:sytske.nijdam@rug.nl)

### **LEARNING OBJECTIVES**

*After completing the training you will be able to:*

#### **Preparation**

1. Describe the design of your course, including the learning objectives, and the teaching and assessment methods that are chosen for the course you will teach
2. Describe the outline and preparation of a tutorial or lab work
3. Define and plan your own responsibilities in collaboration with the course coordinator
4. Make your expectations of students explicit, in order to overcome problems with cultural differences

#### **Carrying out interactive lectures and tutorials**

1. Teach interactive lectures and tutorials to small groups (20-25) of students, which includes: providing explanations, leading different types of conversations with students, formulate clear assignments for students, and adapt to prior knowledge and expectations
2. Prepare materials for students
3. Solve problems (in the international classroom) in order to create an inclusive classroom environment

#### **Feedback and Assessment**

1. Provide feedback on student work (in a verbal and written form)
2. Mark student work reliably and transparently