

TA Training Schedule

MONDAY, AUGUST 11

NEW COM 115 TAs attend the Graduate School's New Graduate Student Orientation, **8 AM- 12:45 PM**
All Sessions in PSU Theatre unless otherwise indicated.

8-8:30 AM	Refreshments and Registration
8:30-9:30	Nuts and Bolts of Graduate School
9:30-10:15	Doing Well in Graduate School
10:15-10:30	BREAK
10:30-10:45	Remarks from the Provost
10:45-11:15	Ethical Leadership and Academic Integrity
11:15-11:45	Check out Resource Tables (PSU Atrium/2 nd Flr) & Blurbs/Tweets (PSU Theatre)
11:45-12:45	LUNCH (location TBA)

After lunch, attend the **COM 115 Departmental Training, 1 PM-5 PM.**
Room: **Craig Hall 337.**

1-2:30 PM	Welcome/About Everything/Graduate Student Expectations
2:30-2:45 PM	BREAK
2:45-4 PM	Public Affairs Mission and COM 115
Homework: Sign into Blackboard, Read Master Syllabus and Supplemental Syllabi	

TUESDAY, AUGUST 12

NEW COM 115 TAs attend the Graduate School's Teaching Assistant Orientation, **8 AM – 12:50 PM**
All Sessions in PSU Theatre unless otherwise indicated.

8-8:30 AM	Refreshments and Registration
8:30-8:45	Opening Remarks
8:45-9 AM	Library
9-10	Teaching Introductory Courses
10-10:15	BREAK
10:15-11 AM	Legal and Ethical Issues
11-11:50	Laboratory/Discussion Classes
12-12:50	LUNCH (PSU Ballroom West) and Academic Integrity

After lunch, attend the **COM 115 Departmental Training, 1 PM-5 PM**
Room: **Craig Hall 337**

1-2:30 PM	Professionalism and Credibility/TA Expectations
2:30-2:45 PM	BREAK
2:45-4 PM	Course Syllabus and 1 st Day of Class
Homework: 1 st Day Intros, Read Speech Assignment Packet	

WEDNESDAY, AUGUST 13

COM 115 Departmental Training, 9 AM - 4 PM, lunch on your own.

Room: **Craig Hall 339**

9-9:30 AM	Introductions, Questions
9:30-10 AM	Office Orientation (Suzanne Moskalski)
10-11 AM	Introduction to Blackboard (Gary Iman)
11-11:15 AM	BREAK
11:15-noon	Lesson Planning
noon-12:45 PM	Lunch on your own
12:45-2 PM	Basic Teaching Methods
2-2:30	BREAK AND GOODIES
2:30-4 PM	Working With Students ("Student Problems/Problem Students")

THURSDAY, AUGUST 14

10-noon Come by CRAIG 339 to get your MyCommunicationLab and MediaShare set up by Megan Lozano, with Pearson. Work on course syllabi in the afternoon, Dr. Brazeal will be available for consultation.

FRIDAY, AUGUST 15: ALL **COM 115 TAs** attend COM faculty retreat to introduce yourselves to the faculty. More info will be made available prior to the event.

SUNDAY, AUGUST 17: **ALL Graduate Assistants (TAs, GAs, RAs)** attend welcome dinner.