

**EASTERN ILLINOIS UNIVERSITY
DEPARTMENT OF COMMUNICATION STUDIES**

CMN 5500: Techniques for TAs in Speech

Term: Spring 2018 Section: 001 CRN: 32435, 1 Credit Hour
Location/Time: Coleman 1691, M, 11:00-11:50

Instructor Name: Dr. Richard G. Jones, Jr.
Office: Coleman 1751
Email: rgjones@eiu.edu
Phone: 217-581-3324, cell 217-317-0922
Office Hours: M 12:00 – 2:30, R 12:30 – 3:00, and by appointment

Description: Supervised experience for graduate teaching assistants in Communication Studies. Must be taken for both Fall and Spring semesters and may not be applied toward the degree in Communication Studies.

Grading: This is a credit/no credit class. To get credit you must attend meetings and complete required assignments/duties.

Assignments:

Speech/Quote/Tip of the Month: Send content to Rich in an email a few days before the start of your month. You can see the current content on the 1310 webpage. You can see previous months at: www.eiu.edu/~commstudies/1310_archive.php

“Skill Building” Professional Development Paper and Presentation: Working in conjunction with Rich you will develop a 20 minute presentation and an instructive handout (no more than one two-sided page) related to a concrete skill needed in the field of teaching, instruction, and pedagogy. The presentation should utilize PowerPoint and provide useful primary source information regarding the content area (full references in APA format should be included with the PowerPoint and on the handout). There will be a discussion period following the presentation. Email Rich a copy of the PowerPoint and handout.

Peer Observation: This semester, all GTAs will observe and be observed by a peer in order to increase our awareness of our classroom teaching and to obtain a letter of support for our teaching portfolios. More detailed guidelines will be provided in class.

Pedagogical Practice/Reflection:

Over the course of the academic year you will be responsible for contributing to our teaching and learning community in various ways such as: attending weekly meetings and participating in discussion related to classroom teaching, assisting the Basic Course Director in administration of the course, providing a quote/tip/speech of the month to put on the 1310 website, and sharing activities related to course materials with other GTAs.

5500 Calendar

Date:	Content:	Notes:
1/8	Regular Meeting	
1/15	NO MEETING – MLK DAY	
1/22	Regular Meeting	
1/29	Regular Meeting Discuss Peer Observation	
2/5	Regular Meeting <i>Send Rich Your Peer Observation Info</i>	
2/12	Professional Development Workshop 1	
2/19	Regular Meeting	
2/26	Professional Development Workshop 2	
3/5	Professional Development Workshop 3	
3/12	NO MEETING – SPRING BREAK	
3/19	Regular Meeting	
3/26	Professional Development Workshop 4 <i>Peer Observations Complete</i> <i>Send Rich Your Peer Observation Letter</i>	
4/2	Professional Development Workshop 5	
4/9	Regular Meeting	
4/16	Regular Meeting	
4/23	Regular Meeting	
4/30	Regular Meeting	