

- Introduction
 - Teaching in Architecture
- Topics
 - Introduction
 - Studio culture
 - Role as a TA
 - General tips
 - Being a TA and a student
 - Resources
 - Questions
- Personal introduction
 - Worked as both a history TA and a design TA, able to see both sides of student's workload
 - Want to teach the lessons, tips, and tricks I've learned over the past three years
- Studio culture: how students see their course load
 - Though it's
- Studio culture: tips as a TA
 - Often times, students will talk to you as the TA before they will go to the course professor if they are struggling or having issues
 - It is your role to bridge the gap to communicate between professors as students
 - Sometimes other professors will assign unscheduled projects, make professors aware of deadlines in other classes (especially if it seems like the class as a whole is having an unproductive week)
 - Since you will see students more often than professors, keep an eye on students, inform the professor of students that might need help, are struggling, or are not taking care of themselves (not sleeping)
- Studio culture: non-studio deadline week
 - Two weeks during the semester as designated as non-studio deadline weeks
 - If you are TAing a class that is not studio, this will be the time that students come to you for help most often
 - Sometimes students will wait until this week to start studying, projects, etc.
 - Encourage them to meet with you as early as possible
 - Plan to be available in person and through email this week
- Role as a TA
 - Your role as a TA will depend on the professor and the course you are co-teaching
 - Some general tasks and roles you will be expected to have are:
 - Make yourself available outside of class hours (not just for the class you're TAing)
 - Respond to emails in a timely manner
 - Clarify expectations of the professor

- Answer questions
 - Communicate effectively with the professor, the students, and other TAs (if applicable)
 - Some professors are good about making sure all TAs are aware of grading expectations, agendas for class, etc. but this is not always the case
 - Feel free to ask the professor to clarify expectations or provide helpful tools, such as rubrics for grading
 - Provide feedback to the professor
 - what is working?
 - what could be improved and how?
 - Verbal and written feedback to students
 - Organize blackboard, import grades
 - make sure readings, materials, etc. are uploaded in a timely manner
 - Grade assignments quickly and with helpful feedback
- General tips
 - There are three important lessons I've learned as a TA:
 - You aren't expected to know everything. It's ok to say "I don't know" - you are a student, not the professor
 - Instead of trying to come up with an answer, some ways to work around this are:
 - advise them to reach out to the professor -point out resources they can use
 - work with them to figure answer questions
 - As a TA, your students should treat you with the same respect as the professor
 - Establish your authority by maintaining a professional relationship with students
 - Inform the professor if any students are not treating you with respect
 - "Email me"
 - allows you to attend to students on your own schedule
 - prevents you from being put on the spot
 - discourages students from approaching you without warning (especially at inopportune times in Slocum)
- General tips
 - Relationships
 - where to draw the line -- I personally like to have a relationship with students where we can joke around and they can be candid with me, but the risk in this type of relationship is maintaining your authority as an instructor
 - Maintain a professional relationship with students

- Letting students follow you on social media is up to you, but I've found that this breaks down the walls of TA/student relationships and has students think of you more of a friend than an instructor
 - If you do let students follow you on social media, be aware when posting content
- Meet students in common spaces
 - studio space and the King + King Library
- Knowing when to bring comments, questions, issues, etc. to your TA professor
 - If a student confides in you, it is your responsibility to relay this information to your instructor, especially in the case of a student that will harm themselves or others
- Don't forget -- you are a student too
 - One way to be a good TA is being able to balancing your own workload and stress
 - keep your TA professor informed of any deadlines you have that will limit your time in advance
 - Let them know if you are feeling stressed or overwhelmed with your own work/school balance -- your instructors are happy to help in any way they can
 - be honest with your students, they understand that you are a student as well and you also have deadlines
 - have dedicated "office hours" and communicate these to students to be able to schedule your time