

# **TA ORIENTATION 2019**

**Teaching in Architecture**

# **Topics**

**Introduction**

**Studio Culture**

**Role as a TA**

**General tips**

**Critique**

**Grades**

**Academic Integrity**

**Being a TA and a Student**

**Tips to engage the class**

**Resources**

# Types of TAs in Architecture

## Teaching Assistant (TA)

- Structures
- History
- Building Systems
- Theory
- Media/rep

## Design Teaching Assistant (DTA)

- Freshman year design studio

# **Studio Culture:** **how students see their course load**

**STUDIO**

everything else

# Studio Culture: tips as a TA



# **Studio Culture: Pressure on students**

**Students are under a tremendous amount of  
pressure**

- might be away from home for the first time
- balancing a full schedule
- studio
- learning new software
- pressure from their peers
- balancing a social life, sports, personal matters, etc.

# Studio Culture: tips as a TA

-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

CALENDAR

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
1	1/14 First day of classes	1/15 LECTURE: 12:30pm Maxwell Aud. Exercise 1 Intro	1/16	1/17	1/18	1/19	1/20
2	1/21 Martin Luther King Jr Day no class	1/22	1/23	1/24 LECTURE: 12:30pm Maxwell Aud	1/25	1/26	1/27
3	1/28	1/29 REVIEW: Exercise 1 Exercise 2 Intro	1/30	1/31 LECTURE: 12:30pm Maxwell Aud	2/1	2/2	2/3
4	2/4	2/5 Digital Lab Orientation 12:30pm Maxwell Aud	2/6	2/7 Thesis Review CLASS REPURPOSED	2/8	2/9	2/10
5	2/11 [no studio deadline]	2/12 LECTURE: 12:30pm Maxwell Aud	2/13	2/14	2/15	2/16	2/17
6	2/18	2/19	2/20	2/21	2/22	2/23	2/24
7	2/25	2/26	2/27	2/28 REVIEW: Exercise 2	3/1 REVIEW: Exercise 2	3/2	3/3
8	3/4	3/5 LECTURE: 12:30pm Maxwell Exercise 3 Intro	3/6	3/7	3/8	3/9	3/10
9	3/11 SPRING BREAK no class	3/12 SPRING BREAK no class	3/13 SPRING BREAK no class	3/14 SPRING BREAK no class	3/15 SPRING BREAK no class	3/16	3/17
10	3/18	3/19 LECTURE: 12:30pm Maxwell Aud	3/20	3/21	3/22 FIELD TRIP NYC 4:30 am Gleason Hall	3/23	3/24
11	3/25 [no studio deadline]	3/26	3/27	3/28 LECTURE: 12:30pm Maxwell Aud	3/29	3/30	3/31
12	4/1	4/2	4/3	4/4	4/5	4/6	4/7
13	4/8	4/9	4/10	4/11	4/12	4/13	4/14
14	4/15	4/16	4/17	4/18 FINAL REVIEW: Exercise 3	4/19 FINAL REVIEW: Exercise 3	4/20	4/21
15	4/22	4/23	4/24	4/25	4/26	4/27	4/28
16	4/29	4/30 DUE: Exercise 4 Last day of class	5/1	5/2	5/3	5/4	5/5

-Make professors aware of deadlines in other classes



# **Role as a TA**

## **Make yourself available outside of class hours**

- hold “office hours”

- students might come to you for help in other classes, not just for the class you’re TAing

## **Respond to emails in a timely manner**

# **Role as a TA**

**Clarify expectations of the professor**

**Answer questions**

# **Role as a TA**

## **Communicate effectively**

- with the professor, the students, and other TAs (if applicable)

## **Working with other TAs**

- in many classes, you will be one of several TAs
- grade uniformly

## **Provide feedback to the professor**

- what is working?
- what could be improved and how?

# **Role as a TA**

**Verbal and written feedback to students**

**Grade assignments quickly and with helpful feedback**

**Organize blackboard, import grades**

**-make sure readings, materials, etc. are uploaded in a timely manner**

# General tips

You aren't expected to know everything. It's ok to say "I don't know" - you are a student, not the professor

- advise them to reach out to the professor
- point out resources they can use
- work with them to figure answer questions

# General tips

**As a TA, your students should treat you with the same respect as the professor**

-tips in Creating a Teaching Persona

# General tips

## “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

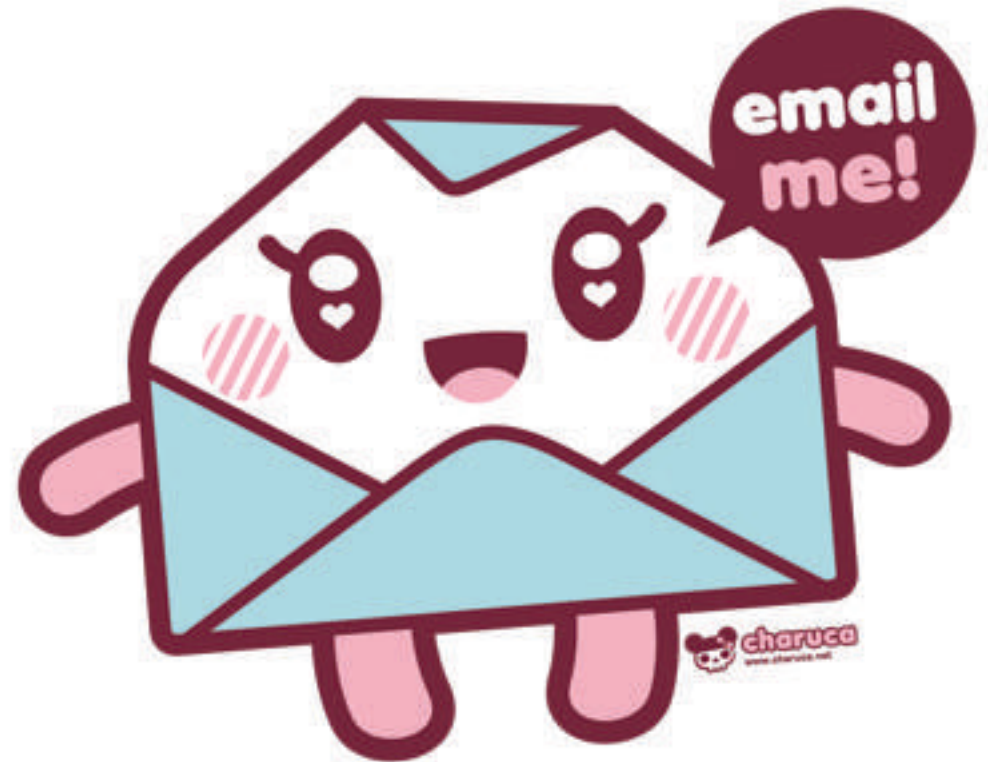


Image from Amy Brainer  
<http://amybrainer.com/contact-me-2/email-me/>

# General tips: etiquette

## Relationships

-where to draw the line

## Maintain a professional relationship with students

-social media





# **General tips: etiquette**

**Meet students in common spaces**

-studio space and the King + King Library

**Know when to bring comments, questions,  
issues, etc. to your TA professor**

# Critique

What is critique?

What are the goals of a critique?

How is critique used differently in Architecture?



Image from UVA Today

<https://news.virginia.edu/content/starchitect-and-jefferson-medalist-ito-drops-graduate-architecture-class>

# **Critique**

**How should one deliver feedback?**

Clearly justify why perspective is taken

Positive - Negative - Positive

Encourage optimistic next steps of action

# Critique

**How should one receive feedback?**

Non-defensive

Take notes

Nothing is personal

# Critique

## In a non-studio class

### Written feedback

- Ask the instructor of record to provide a rubric or create your own
- Provide comments and suggestions for improvement
- Grade consistently

# Grades

## Student Questions

**If students have questions about their grades**

- Ask them to email you about the specific question
- Offer to meet with them in person
- Go over your reasoning for giving the grade
- Remind them that average work warrants a “C”

# Grades

## Student Questions

### If students do not agree with their grade

- Tell them to talk to the course professor
- Email the course professor to tell them the situation
- Provide them with the grade, your feedback/rationale, etc.

# **Academic Integrity**

**Turnitin.com**

**Turnitin.com**

For written assignments, many professors will require students to hand papers in to turnitin.com



# Academic Integrity

## Turnitin.com

Syracuse University

(Course is unavailable to students) > Assignments

### Assignments

Build Content ▾ Assessments ▾ Tools ▾ Partner Content ▾

- Undergrad Assignment 1 >> [View/Complete](#)
- Undergrad Assignment 2 >> [View/Complete](#)
- Undergrad Assignment 3 >> [View/Complete](#)
- Undergrad Assignment 2 (Final) >> [View/Complete](#)
- Grad Assignment 1 >> [View/Complete](#)
- Grad Assignment 2 (Draft) >> [View/Complete](#)

**Assessments**

- Test
- Survey
- Assignment
- Self and Peer Assessment
- Turnitin Assignment**
- Mobile Compatible Test
- McGraw-Hill Assignment

**COURSE MANAGEMENT**

- Control Panel
- Content Collection →
- Course Tools
- Evaluation →
- Grade Center →
- Users and Groups
- Customization →
- Packages and Utilities →
- Help

# Academic Integrity Plagiarism

---

## ORIGINALITY REPORT

---

<b>44%</b>	<b>25%</b>	<b>6%</b>	<b>41%</b>
SIMILARITY INDEX	INTERNET SOURCES	PUBLICATIONS	STUDENT PAPERS

---

## PRIMARY SOURCES

---

<b>1</b>	<b>Submitted to Syracuse University</b> Student Paper	<b>25%</b>
<b>2</b>	<b>archive.org</b> Internet Source	<b>3%</b>
<b>3</b>	<b>eric.ed.gov</b> Internet Source	<b>1%</b>
<b>4</b>	<b>Submitted to Middle Tennessee State University</b> Student Paper	<b>1%</b>
<b>5</b>	<b>Submitted to University of Evansville</b> Student Paper	<b>1%</b>
<b>6</b>	<b>Submitted to University of Cape Town</b> Student Paper	<b>1%</b>
<b>7</b>	<b>208.47.228.196</b> Internet Source	<b>1%</b>
<b>8</b>	<b>Submitted to Nanyang Technological University, Singapore</b> Student Paper	<b>1%</b>

---

# **Academic Integrity**

## **Cheating**

Remind students to put **EVERYTHING** away during exams

**Be observant, especially in large lecture classes**

- Students looking at their hands
- Miscellaneous paper
- Wandering eyes

**Note any similarities between student exams or assignments**

# **Academic Integrity**

## **Actions**

**Report the violation to the instructor of record**

**Provide evidence if applicable**

**You may be called upon in the future to recount your observation of events**

# **Balance your own work-load and stress**

## **Be organized**

- It can be helpful to have a planner or calendar to schedule your time

## **Plan in advance**

- Use a planner or notebook to record major deadlines for the semester
- Be knowledgeable about deadlines for the class you TA

**Have dedicated “office hours” and communicate these to students**

**Keep your TA professor informed of any deadlines you have that will limit your time in advance**

**Be honest with your students, they understand that you are a student as well**

**See tips from [Creating an Effective Work-Life Balance as a TA](#)**

# Tips to engage the class

**Ask questions and wait until a student answers**

-fight the urge to speak if no one else does

**Call on students by name**

-especially students that are hesitant to speak up in class

**Try to make personal connections with content**

-“Today we’ll discuss the Eiffel Tower, has anyone been there? What was your experience?”

**Have students break up into small groups to discuss content and then have them share with the class**

# Resources

General questions or TA specific:

Laura Clark

leclark@syr.edu

Academic questions:

Brian Lonsway

blonsway@syr.edu

225A Slocum

315-443-2316

Mental Health:

Syracuse University Counseling Center

200 Walnut Place

Syracuse, NY 13244

315-443-4715

<https://ese.syr.edu/bewell/>