This information bulletin is an initiative from Content and Collaboration Solutions and Teaching and Learning Services designed to inform you of upcoming events, and resources to enhance your teaching at McGill University.

**FEATURED EVENT**

**Designing Effective Multiple-Choice Questions**
**February 8**

Would you like to improve the quality of your Multiple Choice Questions (MCQs)? Would you like to learn how to use MCQs to assess higher order thinking skills such as application and analysis? If so, join a group of fellow instructors for a new two hour workshop about the principles of well-designed MCQs.

**UPCOMING EVENTS**

**1st Annual Concordia Teaching & Learning Winter Festival**
**February 1 – March 9**

We are pleased to announce that McGill Professors are invited to attend an upcoming Concordia workshop series. **Please note that space is limited.**

**Safer Spaces: Disability Access and Universal Design**
**February 6**

Wonder what challenges face people with disabilities on campus? Want to know how you can help improve universal access? Learn the statistics and barriers to universal access at McGill today and re-examine your preconceived notions about disability in higher education.

**ANNOUNCEMENTS**

**Fellowship opportunity for your graduate students**

Students interested in the development of university teaching and learning are invited to apply for the **Arthur and Dawn Weston Fellowship in Teaching and Learning in Higher Education**. Note that
this fellowship is open to Masters and Doctoral students from all disciplines.

Course Evaluations
Your fall 2012 results are available as soon as you have submitted your grades - click here for access. Need help interpreting course evaluation results? There are now guidelines available. Any questions? Write to: mercury.info@mcgill.ca.

TEACHING CHECKLISTS

IT Checklist for Instructors Teaching in Winter
Teaching in Winter 2013? Use the IT Checklist with links to NEW myCourses index articles to help ensure you have everything you need.

Library Checklist for Instructors Preparing for the Academic Year
To help you prepare for the academic year, the Library has compiled a short Check-list that outlines the main Library services available to support the teaching activities of McGill instructors. A full description of the library’s services for teaching can be found on the Resources for Teaching page.

Checklist for Student Response System (clickers) in Winter 2013
Here is a checklist that you may find helpful when planning to use the Student Response System (clickers) this term.

TEACHING RESOURCES

Are you teaching in one of the Active Learning Classrooms (ALCs)?
If so, please refer to the Active Learning Classroom Preparation Checklist to ensure you have everything you need.

- Burnside 511
- Education 627
- Macdonald Stewart MSB 016
- Macdonald Stewart 2-028 and Macdonald Stewart 2-029
- New Music Building, Rm 412
- 688 Sherbrooke W., Rm 1265

Films on Demand
Films on Demand offers an online video streaming library with thousands of high quality educational videos and tens of thousands of fully annotated segments. These can be integrated into lectures and presentations with ease or posted as links on myCourses. All programs include Canadian Public Performance rights for your use. Accessing off campus: remember to use VPN or EZproxy.

Classroom A/V Instructions
Teaching in a new room this semester? Want to see what AV equipment is available for any classroom on campus? Looking for detailed instructions on how to use the AV in the room you are teaching in? This online tool features in-class photos and equipment specs and is available to instructors.
Lecture Recording for Instructors
Did you know that McGill instructors can record their lectures and other activities? Instructors can request automatic recording of scheduled lectures throughout the term in classrooms specially equipped for this service with the Lecture Recording System (LRS).

Teaching Snapshots: Perspectives on teaching and learning
Ever wonder what other professors do to keep their students engaged? Visit the Teaching Snapshots website and learn about McGill instructors’ thoughts on teaching and learning. New interviews added this month include instructors from Science, Arts, Education and Continuing Studies.

If you have comments about this e-bulletin, or require additional information about the above, please contact us at teaching.tls@mcgill.ca or (tel) 514-398-6648. Teaching & Learning Services, McLennan Library Building, MS 12.