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

**FEATURED EVENTS**

**Help, My Supervision (Supervisee?) Is in Trouble**
**April 22**
In this workshop, McGill counselors and clinicians will present information to help you identify evidence of mental health problems, and to decide when to refer a student. We will consider strategies for effective boundary setting and discuss the resulting mutual benefits for supervisors and supervisees. Each participant will be asked to present some hypothetical experiences during this workshop.

**Introduction to Course Design and Teaching**
**May 9 and May 14**
Would you like to (re)design one of your courses and enhance your teaching skills? Learn about strategies that focus on enhancing student learning? Develop a course syllabus and exchange feedback with fellow faculty members and facilitators from Teaching and Learning Services in this 1 ½ day workshop.

**UPCOMING EVENTS**

**Exploiting the Mentally Ill in Clinical Research** (click on Conferences and Lectures)
**May 10**
The most serious ethical hazard of clinical research has always been that of exploiting vulnerable subjects. In this Research Ethics lecture, Professor Carl Elliott, Center for Bioethics, Department of Pediatrics, University of Minnesota, will examine the issue of exploitation and suggest ways in which it can be stopped.

**Graduate Student Supervision in Biomedical Research**
**May 15**
By the end of this workshop, participants will be able to: establish clear and reasonable expectations for graduate students; assess graduate student progress in their acquisition of scientific and professional skills; give constructive feedback to graduate students; and identify and facilitate transitions through the various stages of the supervisor-trainee relationship.

For more information call Jennifer at (514) 398-2698.
**ANNOUNCEMENTS**

**Reminder: Course evaluations now open!**
March 25 to April 16 (or April 30)
Get feedback from your students! Please encourage your students to provide feedback before the end of the regular course evaluation period on Tuesday, Apr. 16 (or Apr. 30 for courses in units following the extended evaluation period). You can monitor the response rates during the evaluation period for your courses here: Mercury for Instructors. Any questions? Write to: mercury.info@mcmilll.ca.

**ICS Laptop Repair Service Closing**
April 30
IT Customer Services (ICS) will permanently close its Laptop Repair Service effective April 30, 2013. The cost of operating this service has made it difficult to sustain, particularly within the context of the University’s current fiscal situation. ICS will honour any repair requests received by April 30, 2013. For laptops acquired under an IT Services Procurement Program that require warranty service, ICS will arrange for your laptop to be sent to an external authorized service provider for diagnosis and repair.

**TEACHING RESOURCES**

**Individual Consultation/Custom Group Workshop**
Need help with, or advice about, using technology to enhance your teaching? Educational Technology Consultants from Content and Collaboration Solutions are available to meet with you, either one-on-one or in a group session, to address any educational technology needs you may have.

**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 teaching philosophy, law, writing, and statistics.

**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.*

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**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.

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**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).

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**Partners:** [IT Customer Services (ICS)](mailto:ics@mcgill.ca) | McGill Library | SEDE

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