From: Focus on Teaching
Subject: FW: Exams are over! Have lunch with colleagues.

Good afternoon,

May 1, 2014 (Volume 3, Number 18)

FEATED EVENTS

**Introduction to Course Design and Teaching Workshop**
May 8, 9:00am-5:00pm and May 13, 9:30am-1:00pm (1.5 days)
Would you like to design or redesign one of your courses and enhance your teaching skills? Join a group of fellow faculty members led by facilitators from Teaching and Learning Services to discuss strategies for course design and teaching that focus on enhancing student learning.

**Brown Bag Lunch Series: Evaluation and Feedback in Large Classes**
May 9, 12:00pm-1:15pm
Poster presentations in a 300+ student class? Professor Jens Prussner will discuss how he engages his class by having groups of students prepare poster presentations. The students then participate in a class research conference where they receive feedback from him and the TAs.

TIP OF THE WEEK

**Sign up for Lecture Recording – new, simpler procedure**
If you are teaching in a classroom that supports lecture recording this term, sign up now to record your lectures and make them available to your students. With the new simplified procedure, just enable the Lecture Recording link within the myCourses navbar to access the sign-up form and manage recordings. Instructions in the IT Knowledge Base.

UPCOMING EVENTS

**Using Social Media Tools in Teaching and Learning**
May 6, 2:00pm-4:00pm (Mac Campus)
From twitter to blogging, social media platforms can be effective in the classroom: these tools can increase communication skills, student participation, help link classroom experiences to the real-world, and facilitate collaboration. This workshop will offer concrete examples and ideas about ways to effectively integrate social media into the classroom.

**Join us at the Faculty of Engineering's Inaugural Active Learning Conference**
May 12, 10:00am-12:00pm
Our keynote speaker, Professor Michael Prince, will be speaking about Active Learning for Busy Skeptics. This session is designed to introduce quick and simple active learning techniques that are effective, require little preparation or class time, and which generate little or no student resistance. The audience is encouraged to share their ideas on the barriers hindering faster diffusion of these active learning techniques into engineering classrooms.
**Engineering Education: A Paradigm Shift into High Gear, a talk by Dr. Cliff Davidson**
May 14, 5:30-7:00pm
Practicing engineers need to re-educate themselves on new local and global concerns. Engineering, architecture, and urban planning work around the world is changing rapidly - instructors and students need to keep up with the changes and see how their work can be applied to make our society more sustainable.

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**ANNOUNCEMENTS**

**Permission to disseminate course evaluation results to McGill community**
One factor that positively influences students’ willingness to complete course evaluations is the availability of results. For results to be accessible to McGill students and staff, minimum response thresholds must be met and instructors must give permission. The deadline to give permission for the 2013-2014 academic year is **May 31, 2014**. Instructions on how to access the online permission form through Mercury can be found here.

**myCourses: Minor Update Completed**
A minor update was applied to myCourses on April 30. It improves the stability of the learning environment, and provides a few new features that instructors have requested. A comprehensive list of changes is available on the LMS website.

**McGill's Teaching for Learning Blog**
Join McGill faculty, staff and students in a conversation about higher education. Read the latest posts:

- **Active learning in large classes: a gallery 'walk' with a 100 students**
- **Co-teaching a blended class across universities: why? and why not?**
- **3 Minutes to change the world – top graduate student research in 3 minutes or less**

**Grade Submission and Grade Approval for Winter 2014**
Winter Term grade submission opens **Thursday, 27 March 2014 at 9:00am**. As of this date, instructors may submit final grades and administrators may approve final grades on Minerva. Consult the IT Knowledge Base for help (Enter/modify final grades in Minerva).

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**LEARN MORE ABOUT**

**Conflict of Interest**
How can you identify and resolve conflicts of interest in teaching and research? This policy provides a framework for addressing these issues.

**Teaching Snapshots: Perspectives on Teaching and Learning**
Ever wonder what other professors do to keep their students engaged? Learn about McGill instructors’ thoughts on teaching and learning. Disciplines include philosophy, law, writing, and statistics.

**Previous Course Evaluation Results Available to McGill Community**
Did you know that course evaluation results from previous terms are available in Minerva? Numerical results of course evaluations are accessible to the McGill community provided that the instructor has granted permission to publish the results and the response rate criteria have been met. Click here to view past results.

**Teaching & Learning Technologies Workshops/Consultations**
Need help with, or advice about, using technology to enhance your teaching? Teaching and Learning Services and IT Services offer custom group workshops and individual consultations for instructors, teaching assistants and staff. Click here to view suggested topics and request for a consultation.
### Supervision: Graduate and Postdoctoral Support Website

The new Supervision website offers over 40 pages of research-based practical advice and guidance on the supervisory relationship. Learn how to avoid common problems in supervision and needless delays in degree completion.

### Recommended Mobile Apps

- **PressReader**: Do you enjoy reading newspapers? McGill Library is pleased to offer over 2,300 full-content newspapers from more than 100 countries in 55+ languages in just one app!
- **BrowZine**: Access scholarly journals in a browsable format on your iOS or Android device. Easily find, read, and monitor scholarly journals available from holdings at the McGill Library and Open Access publishers.

### Scholarly Writing Workshops, Courses and more for Graduate Students

**Graphos**, the McGill Writing Centre's new graduate initiative, offers workshops, courses, and peer writing groups. Graphos complements the MWC's tutorial service. Please inform your supervisees about these new opportunities for improving academic writing.

### PARTNERS

Content and Collaboration Solutions (CCS) | IT Customer Services (ICS) | McGill Library | Social, Equity and Diversity Education Office (SEDE) | Office for Students with Disabilities (OSD)

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