

TEACHING EXPERIENCE

NRSC 752 (GRADUATE SEMINAR 5) TEACHING EXPERIENCE

DEPARTMENT OF NATURAL RESOURCE SCIENCES, MCGILL UNIVERSITY

Semester:	Fall 2023
Time:	Thursdays, 10:05 am – 11:25 am
Places:	Zoom, R3-048, B1-015, CINE Boardroom
Coordinator:	Brian Driscoll (MS3-038; brian.driscoll@mcgill.ca)

Course description:

This course offers Department of Natural Resource Sciences PhD students the opportunity to develop their teaching skills and learn how to prepare a teaching seminar. Teaching seminars are common components of interviews for academic positions. While not all PhD graduates will go on to professorships or other teaching positions, the holder of a PhD is expected to be a leader and be able to contribute to the training of highly-qualified personnel (students, technicians, etc.) Thus, students will develop an **undergraduate course** on a selected topic and present a 30-minute teaching demo. This could be a mini course (6 hours of class time) or a full 13-week course (39 hours of class time, not including labs, which may be added). It is not necessary to develop a full course but it is an option that some students prefer. Please choose the format that works best for you. The teaching demo should not be limited to a review of the current literature.

Learning objectives:

1. Begin developing your teaching philosophy document
2. Identify and organize content of a course
3. Develop learning objectives appropriate for the content of the course as part of a written course outline
4. Outline methods of evaluation
5. Teach a portion of the content

Evaluation (all elements required for course credit):

- A. Abstract: 5%
- B. Teaching philosophy statement: 5%
- C. Course outline: 40% **due on November 16, 2023**
- D. Teaching demo: 50%
- E. Self-assessment report

A. Abstract for teaching seminars:

A maximum 110-word Abstract (plus 80-word bio) must be submitted on myCourses no later than one week before your scheduled presentation. The abstract should include introduction, hypotheses and objectives (or, problem and objectives), and proposed methodologies. **The abstract must be formatted** using the **Abstract_template_NRS.potx** template for PowerPoint available on myCourses (see example below). Once you create your abstract submit it to myCourses in **pptx format**: I can view pptx files online on myCourses but not potx files and I cannot fix typos in pdf versions. Try to keep your abstract

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file from getting too big (1-2 MB should be big enough), via watching the size (resolution) of images imbedded in it. Late submissions will be subject to late penalty of 10% per day (weekends included).

B. Teaching Philosophy:

I suggest that you start by writing a paragraph on your teaching philosophy. You can add more but it need not be long. It should be submitted as a separate document when you submit your Course Outline: each of these documents are submitted as separate assignments in different folders on myCourses. An aspect of teaching philosophy is teaching style, and for this course it is important for you to identify which teaching style you think best fits you and the style that you will use in your teaching demo. While not all required for this assignment, as you progress as a teacher, you can continue to develop your Teaching Philosophy and include more elements such as:

- Explain the ideas that underlie your approach to teaching
- What learning goals you set for students in your courses and why
- When you choose to use certain teaching methods and why
- What assessment methods you choose and why
- Teaching development: courses taken and plans/goals for future training for yourself

C. Course outline:

The course outline should meet McGill's requirement:

<https://deptkb.mcgill.ca/display/TLK/Course+Outline+Template+and+Guide>

Specific guidelines and examples will be given in class. Teaching topic **must be approved** by the course coordinator (send topic by email for approval - asap). The course outline must be submitted to myCourses by the deadline indicated. Details on the grading scheme will be provided in class.

D. Teaching demonstration:

You will have **30 minutes** (maximum) to teach your selected topic, including time for questions, *which you should encourage*. Therefore, while you should not necessarily plan to speak for the entire 30 minutes, the amount of time that questions and class discussion will take will vary, and you will need to stop at the 30-minute mark when class ends.

Please use a 4x3 layout (16x9 is default in PowerPoint but not recommended) and include slide numbers. The format may be a formal lecture, group discussion, etc., as appropriate to reach the learning objectives. The format must be approved by the Course Coordinator. Guidelines and details on the grading scheme will be provided in class.

The following tips are more useful for in-person than Zoom presentations but are worth thinking about regardless of the mode of delivery. When presenting, move away from the podium and interact with the audience, especially via eye contact. Try to use the entire width of the presentation area to interact with the whole class and interact with the presentation screen, not your computer screen: when you need to read from a slide, read it from the presentation screen not the computer. I do not recommend the use of on-screen presenter notes: they can anchor you to the podium and computer screen.

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To explain figures (define axes, etc), point to items on the screen with your hand or a laser pointer, whether an actual laser pointer in your hand or the Zoom laser pointer tool. Do not use the computer cursor using the mouse – it is not easy to see, especially on a bigger screen in a classroom. Laser pointers are less useful on small screens in small rooms – if you can reach, use your hand to point things out.

Go over your presentation with your supervisor – indeed, run anything you do for this class (abstract, seminar, written proposal, poster) by your supervisor, and your peers i.e., never submit a first draft, never submit unreviewed work. Oral presentation grades will be calculated from the average grades provided by the professors in attendance.

E. Self-assessment report:

Use the seminar evaluation form ([Seminar_evaluation_form_F2023.docx](#)) to record your assessment of your own teaching demo. Please submit to myCourses within a week of your teaching demo.

Seminar attendance, evaluation and schedule:

Students are expected to attend and evaluate the seminar presentations of their peers. A seminar evaluation form ([Seminar_evaluation_form_F2023.docx](#)) is to be completed for each presentation attended and submitted on myCourses within 24 hours. When submitting your evaluations, please submit a separate one for each talk and name the file such that the filename begins with the speaker's surname (it can also include your surname, second). Please submit as a docx file (do not submit a pdf!). For example, if I just saw a seminar by Joe Duplantier, I would name my file as "**duplantier_driscoll.docx**" before submitting it to myCourses.

Oral presentation grades will be calculated from the average grades provided by the professors in attendance. It is very important that there are at least two professors at each seminar to provide grades (one must be your supervisor). Your **supervisor** must ensure that a second grader be present.

Confirm that the seminar slot from the preliminary schedule also works for your supervisor and then please send an email to me confirming this, along with the Zoom link (if not doing an in-person seminar).

Presentations via Zoom

Presenters will have the option to present via Zoom or in person. Zoom seminars for any particular session should be done in groups under one Zoom link: it is necessary to coordinate with the other students in your session. The suggested dates and times can be changed in consultation with your supervisor(s) and the course coordinator. We cannot have a large number of the seminars with conflicting times in the last couple of weeks of semester.

The course coordinator cannot attend all seminars and thus cannot host all Zoom sessions. You may set up your own Zoom link, but **it is recommend that the Zoom session be set up by professor**, as there are advantages to using the Pro Zoom licence (including unlimited meeting length). Please include your

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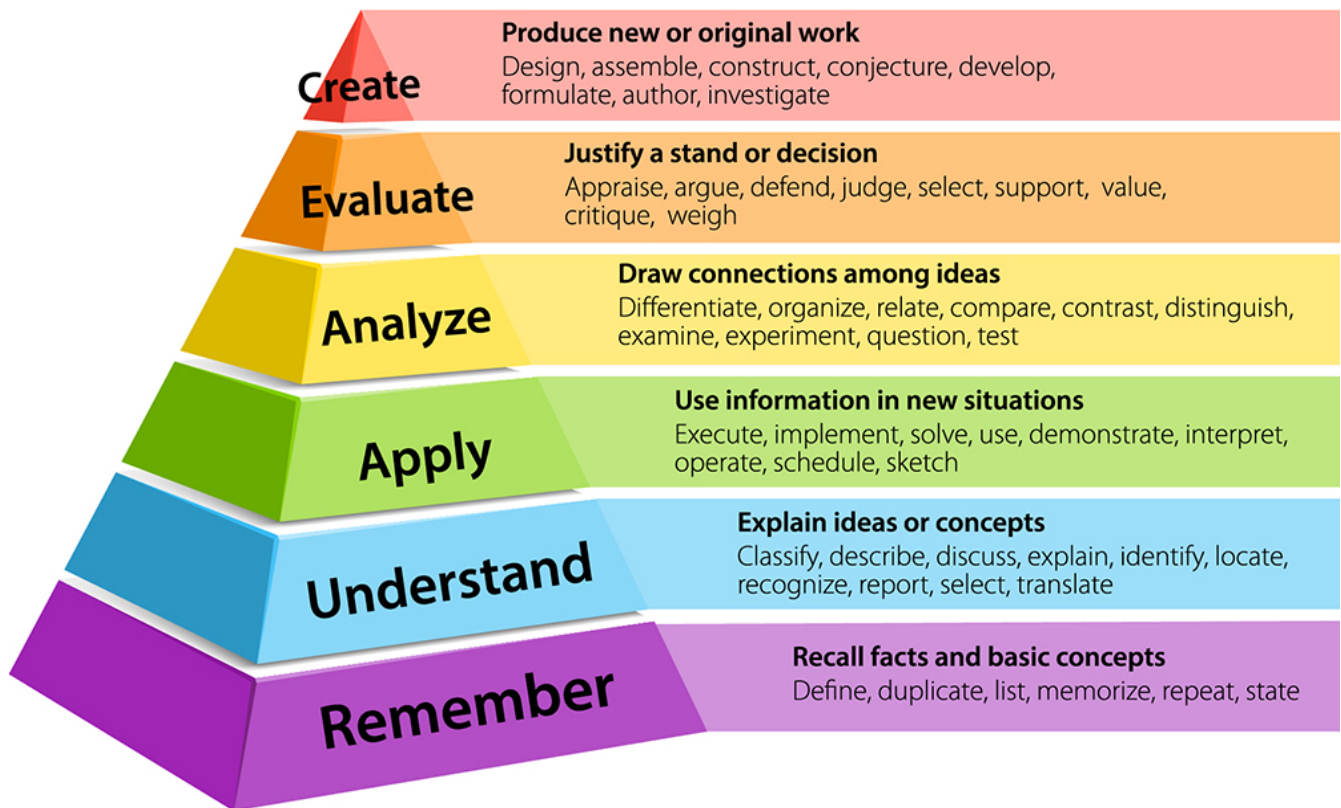
Zoom link on your Abstract, along with the other required information. I will distribute the Abstracts and updated seminar schedule on a weekly basis via email to all registered students and all NRS profs.

Schedule link:

<https://www.mcgill.ca/nrs/graduate-students/seminar/graduate-seminar-schedule>

Please let me know of any schedule conflict you, or your supervisor, may have as soon as possible. We will try to accommodate your supervisor if possible.

Bloom's Taxonomy



Department of Natural Resource Sciences

Day, Date | Time

Zoom link

Title of Seminar

Presenter

Position, Affiliation

ABSTRACT: MAX 110 WORDS @ 11 pts. Lorem ipsum dolor sit amet, consectetur adipiscing elit. Donec consectetur, sapien et scelerisque mattis, ante ante venenatis nibh, ac scelerisque urna dolor id purus. Suspendisse potenti. Sed tristique tellus vitae lacus. In mi enim, dictum sed, mollis sed, accumsan feugiat, justo. Praesent sollicitudin mi congue enim. Ut porta, augue ut volutpat semper, nunc nisl malesuada nisl, eu aliquet mauris lorem in turpis. Mauris malesuada. Curabitur bibendum. Maecenas vel tellus facilisis lacus euismod pharetra. Quisque cursus massa ut erat. Sed fermentum. Cum sociis natoque penatibus et magnis dis parturient montes, nascetur ridiculus mus. In consectetur sagittis mauris. Pellentesque sit amet nibh vitae velit ornare sodales. Aliquam libero ligula, porttitor.

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illustrative picture

Insert
Presenter photo

Insert and information
about person,
eg PhD candidate, etc

BIO: MAX 80 WORDS @ 9 pts. Lorem ipsum dolor sit amet, consectetur adipiscing elit. Donec consectetur, sapien et scelerisque mattis, ante ante venenatis nibh, ac scelerisque urna dolor id purus. Suspendisse potenti. Sed tristique tellus vitae lacus. In mi enim, dictum sed, mollis sed, accumsan feugiat, justo. Praesent sollicitudin mi congue enim. Ut porta, augue ut volutpat semper, nunc nisl malesuada nisl, eu aliquet mauris lorem in turpis. Mauris malesuada. Curabitur bibendum. Maecenas vel tellus facilisis lacus euismod pharetra. Quisque cursus massa ut erat. Sed fermentum.

INSERT CONTACT INFORMATION



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Statements required by McGill policy to be included in the course outline

McGill University values academic integrity. Therefore, all students must understand the meaning and consequences of cheating, plagiarism and other academic offences under the Code of Student Conduct and Disciplinary Procedures” (see www.mcgill.ca/students/srr/honest/ for more information).

In accord with McGill University’s Charter of Students’ Rights, students in this course have the right to submit in English or in French any written work that is to be graded.

In the event of extraordinary circumstances beyond the University’s control, the content and/or evaluation scheme in this course is subject to change.

Accommodations for missed assessments during the term:

a. “Sickness/illness during the term:

Students currently in the province of Quebec seeking the support of a Local Wellness Advisor (LWA) can now secure an intake appointment by filling out the appropriate webform at <http://mcgill.ca/lwa>.

If you need to seek accommodation for in-course assignments, for medical or other health emergencies, please send medical documentation along with the filled out form for medical accommodation (<https://www.mcgill.ca/macdonald/studentinfo/undergrads/forms>) by email to the Macdonald Campus Student Affairs Office (saoadvisor.macdonald@mcgill.ca). When approved, the professor(s) will be notified by email to accommodate the student.

b. Non-medical:

It is at the discretion of the instructor to arrange accommodation for students who have missed in-term exams or due dates for non-medical reasons (e.g. travel constraints, slept in, etc.). Complicated cases can be directed to SAO.

c. Religious:

The Policy for the Accommodation of Religious Holy Days (https://www.mcgill.ca/secretariat/files/secretariat/religious_holy_days_policy_on_accommodation_of.pdf) applies to these situations. “Students are not to be penalized if they cannot write examinations or be otherwise evaluated on their religious holy days where such activities conflict with their religious observances.” A student seeking accommodation must contact the instructor at least 14 days in advance so that arrangements can be made.

“© Instructor generated course materials (e.g., handouts, notes, summaries, exam questions, etc.) are protected by law and may not be copied or distributed in any form or in any medium without explicit permission of the instructor. Note that infringements of copyright can be subject to follow up by the University under the Code of Student Conduct and Disciplinary Procedures.”