

## Tool #4: Introduction Cards

Introduction cards are index cards submitted by students at the beginning of the semester, which contain their photo and describe their interests and career plans. This information can make you aware of students' experience and concerns, and be better able to link your teaching approach to the make-up of the current student cohort.

### **Suggested procedure:**

- Either give students blank index cards and provide the questions below in-class, or create your own cards using the template below on half-size pieces of paper.
- Distribute the cards on the first class following the add/drop period and ask students to return a completed copy by the next class.
- Collect all completed cards and consolidate the responses.
- Consider explaining how the course content relates to the various areas of specialization and plans of students.

\* myCourses provides a class list with photos and students' preferred name so you may not wish to ask for these items.

### **Sample card**

Please attach a photo.	<b>Name</b> _____
	<b>Commonly used first name or nickname</b> _____
	<b>Area of interest</b> _____ _____
	<b>Course-related experience</b> _____ _____
	<b>Reason for taking this course</b> _____ _____

Adapted from Prof. Chantal Westgate, Desautels Faculty of Management