



Your Guide to Orientation Week

August 15 – 19, 2011

Please keep this Guide as your quick reference to important information, dates, and activities for GSO Week.

Welcome to Bowling Green State University!

The staff of GSO and the BGSU Graduate College are happy to have this opportunity to extend a warm welcome to you. Your first few weeks in Bowling Green are going to be busy and exciting as you get settled in. Orientation week is designed to help make this transition as smooth as possible whether you are just beginning your graduate degree, returning to graduate college, or coming to BGSU as one of our international students. No matter what your current level of education, we believe that you will find our program very helpful to you as you prepare to take the next step in pursuing your educational goals.

Graduate Student Orientation offers information about various University programs and services for graduate students, provides a variety of resources, various content workshops on issues relevant to graduate education and graduate student life, and opportunities for students to ask specific questions **and** get answers. It is the goal of GSO to provide you with information and training that will help you meet the challenges and responsibilities of your graduate education. We will introduce you to the excellent faculty at BGSU, connect you with fellow graduate students, and introduce you to the Graduate College. We hope that you will take full advantage of this wonderful opportunity and we look forward to meeting you.

Best wishes from your GSO Co-Directors,

Barbara D. Peck,
Office of the Graduate College
bpeck@bgsu.edu

Lisa Chavers, Ed.D.
Assistant Dean, Director of Project Search
lchaver@bgsu.edu

Frequently Asked Questions

Am I required to attend Graduate Student Orientation?

Any graduate student receiving their first assistantship contract from BGSU must attend either the August Program (GSO week) or the Ongoing Program. Once a student completes orientation week they are not required to complete it again for any continuing assistantships.

I had a Research Assistantship in my former academic program and now I have a Teaching Assistantship in my new program, am I required to attend?

In this case the student should attend again only because they would get the full benefit of the sessions and training offered. They would definitely be required to attend their departmental programming for their new academic program.

What do I do if I can't make it for Orientation week?

GSO week is held the week prior to the beginning of fall semester in August. The majority of students who attend usually do so during the August Program. However, we do offer an Ongoing Program to graduate students who are unable to attend, or complete, the August Program due to extenuating circumstances. The Ongoing Program operates similar to an independent study course, allowing students to tailor their individual professional development needs while meeting the requirements of their personal course work and assistantship duties. Just e-mail us at gso@bgsu.edu.

Can I choose between attending the August Program or Ongoing Program?

In most cases, no. Graduate students with assistantships will be enrolled in the most immediate program available in relation to when their contracts begin.

I'm a part-time student—can I attend Graduate Student Orientation?

Yes! All students, faculty, and staff are welcome to participate. There is no cost for the program, it offers great resources and training, and it's a great way to get to know other students in your department before classes start.

I've heard some people refer to "GradSTEP", am I missing something?

No, not at all. GradSTEP has simply evolved into the Graduate Student Orientation. We still offer great resources and training but made some modifications that will offer you and your department more time together during GSO Week.

When should I register for my classes?

This will vary depending on your department. If it is not specified in the letter you receive from your GSO Development Leader (DL) or on your Departmental Programming Schedule you can probably register at any time. A quick phone call to your DL should be able to confirm when you will register for classes.

When can I get my student ID?

You will need to be registered for at least one credit hour and have a form of photo ID with you. You can do this any time before, or during, GSO week.

I'm in an online program – am I required to attend Graduate Student Orientation?

No, it is not required but you are more than welcome to join us. We have several sessions that we hope you will find beneficial. You can also check out our online videos and resources.

Session Registration Instructions

Before completing the session selection form, **carefully** review the online departmental programming schedule. Some departments may have recommended sessions so be sure to register for those first. Several of your sessions for Monday and Tuesday will be pre-scheduled for you based on your assistantship assignment or track preference. If your assistantship assignment is unknown at this time you should check with your Graduate Coordinator before completing the Session Selection Form. If you will not be receiving an assistantship please indicate your preference of research-based or teaching-based sessions for Monday.

STEP 1:

Log on to the GSO web site at www.bgsu.edu/colleges/gradcol/gso. Follow the links provided for the August Program.

STEP 2:

Use the Week At-a-Glance found on the inside of this guide, to get an idea of session topics of interest to you. Before completing the Session Selection Form carefully review each session description to ensure that you select sessions that you want to attend and will be beneficial to you. You can access this information at: www.bgsu.edu/departments/gradstep/page29329.html

STEP 3:

When completing the on-line Session Selection Form, select your session choices from the drop-down menu available in each of the two time slots for Tuesday.

STEP 4:

**Online session registration will be available June 15th to July 15th.
Forms received after July 15th cannot be processed*.**

STEP 5:

Keep a copy of your session selection schedule that you submit and bring it with you when you Check-In for reference.

*If you cannot register for your GSO sessions before July 15th you will be able to register for sessions during Check-In on Sunday, August 14th

INDEX OF 2011 GRADUATE STUDENT ORIENTATION SESSIONS

- ❖ The following Index groups the sessions by their area of focus.
- ❖ The three digit numbers are the session and repeat session numbers.

INST (Instructional): Developed for Teaching Assistants, Faculty, or anyone interested in getting the teacher's perspective			
Academic Honesty: What All BGSU Graduate Assistants Need to Know	018	038	
Active Learning Strategies	039		
Designing Assessment Rubrics to Support Student-Centered Learning	040		
Ethics in Teaching	001*	005*	
Finding the Balance Between Effective Teaching and Life as a Grad Student	019		
Fostering Significant Learning Using an Integrated Course Design	020		
Pragmatic Practices for Teaching Assistants	021		
Reducing and Managing Conflict in the Classroom	022	041	
Safe @ BGSU: Creating a Safe Environment for LGBT, and Straight Supportive Students at BGSU	042		
Survival Tips for the Teaching Assistant	023	043	
Understanding Your American Students	044		
Welcome to BGSU's Integrative Learning Community	002*	006*	
PPD (Personal & Professional Development): Beneficial to all participants including part-time and non-funded students.			
Diversity Training for the College Environment and Beyond (Discussion Groups)	009*	014*	016*
Effective Stress Management	024	045	
Graduate School and Family: Finding Balance	025		
Keeping Up On Your Reading and Reading Effectively Across Academic Disciplines	026		
Making a Healthy Transition to BGSU	027		
Making the Transition from Undergraduate to Graduate School	046		
Q&A About Ohio Student Residency for Tuition Purposes	028	047	
Recognizing and Responding to Behavioral Concerns	010*	012*	017*
Services Available to Veterans and Nontraditional Learners	048		
Successful Career Management: If I only knew then what I know now...	029		
The BGSU Writing Center and How It Can Help You	049		
RES (Research): Developed for the Research and Administrative Assistant or anyone interested in research resources			
A Theatrical Look at Communication in the Workplace	003*	007*	
Introduction to the Resources of the Browne Popular Culture Library	030	050	
Key Considerations for Designing Graduate Student Research	031	051	
Library Orientation for International Students	052		
Making the Most of University Libraries' Resources and Services	032	053	
Overview of the Center for Business Analytics	033		
Research & Administration Assistantships: Both Sides of the Coin	004*	008*	
Tracking the Elusive Government Documents	054		
Uncovering Treasures of the Music Library and Sound Recordings Archives	034		
Using Manuscripts and Archives for Classroom Instruction and Research: ... Center for Archival Collections	055		
Using the ICPSR Database--Finding Social Science Data	056		
TECH (Technology): Developed for anyone interested in technology resources and hands-on training			
Designing More Effective Presentations with the Help of Power Point	035		
Learning 2.0 with Web 2.0 Tools	057		
Overview of Classroom Technology Services and Blackboard Basics	036	058	
Overview of Creating Online Surveys with SNAP	037		

* indicates sessions that are pre-scheduled for participants based on assistantship assignment or track preference.

Graduate Student Orientation Week At-A-Glance

Monday	Tuesday																																																		
8:00-9:30 AM	7:45 - 8:45 AM																																																		
Check-in and Registration @ 101 Olscamp	<i>COFFEE AT THE LOBBY! 2nd Floor of Olscamp Hall</i> 9:00-10:00 AM																																																		
10:00 AM -1:00 PM	10:15-11:15 AM																																																		
Departmental Programming and Lunch Break Students should refer to their individual department schedules available online at: http://www.bgsu.edu/gradcoll/gso/page29539.html	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td style="background-color: #D3D3D3;">009</td><td>Group A - Diversity Break out discussion groups</td></tr> <tr><td style="background-color: #D3D3D3;">010</td><td>Group B - Recognizing and Responding to Behavioral Concerns</td></tr> <tr><td style="background-color: #D3D3D3;">011</td><td>Group C - Graduate and Community Fair</td></tr> <tr><td style="background-color: #D3D3D3;">012</td><td>Group A - Recognizing and Responding to Behavioral Concerns</td></tr> <tr><td style="background-color: #D3D3D3;">013</td><td>Group B - Graduate and Community Fair - Olscamp 101</td></tr> <tr><td style="background-color: #D3D3D3;">014</td><td>Group C - Diversity Break out discussion groups</td></tr> <tr><td style="background-color: #D3D3D3;">11:30-12:30</td><td></td></tr> <tr><td style="background-color: #D3D3D3;">015</td><td>Group A - Graduate and Community Fair</td></tr> <tr><td style="background-color: #D3D3D3;">016</td><td>Group B - Diversity Break out discussion groups</td></tr> <tr><td style="background-color: #D3D3D3;">017</td><td>Group C - Recognizing and Responding to Behavioral Concerns</td></tr> <tr><td style="background-color: #D3D3D3;">12:30-1:45 PM</td><td></td></tr> <tr style="background-color: #FF8C00;"><td colspan="2" style="text-align: center;">Lunch Break</td></tr> <tr><td style="background-color: #D3D3D3;">2:00-3:00 PM</td><td></td></tr> </table>	009	Group A - Diversity Break out discussion groups	010	Group B - Recognizing and Responding to Behavioral Concerns	011	Group C - Graduate and Community Fair	012	Group A - Recognizing and Responding to Behavioral Concerns	013	Group B - Graduate and Community Fair - Olscamp 101	014	Group C - Diversity Break out discussion groups	11:30-12:30		015	Group A - Graduate and Community Fair	016	Group B - Diversity Break out discussion groups	017	Group C - Recognizing and Responding to Behavioral Concerns	12:30-1:45 PM		Lunch Break		2:00-3:00 PM																									
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Wednesday - Thursday - Friday Departmental Programming http://www.bgsu.edu/gradcoll/gso/page29539.html																																																			

ACADEMIC CALENDAR

2011 Fall Semester

August 22 - December 16, 2011	Fall Semester
September 5, 2011 (Monday).....	Labor Day (No Classes)
October 10 - 11, 2011	Fall Break (No Classes)
November 11, 2011 (Friday)	Veterans Day (No Classes)
November 23 - 27, 2011.....	Thanksgiving Recess (No Classes)
December 9, 2011 (Friday)	Last Day of Classes
December 12 - 16, 2011.....	Exam Week
December 16 - 17, 2011.....	Commencement

Important Dates - Fall Semester 2011

February 21, 2011	Schedule of Classes available on the web
March 14 - March 24, 2011	Continuing student enrollment for Fall 2011 classes
March 25 - August 28, 2011	Open enrollment for Fall 2011 classes
August 22, 2011	Fall Classes Begin. 90% refund of fees for dropped classes
August 28, 2011	Last day to add classes without college permission
August 29, 2011	Late registration fee in effect. 80% refund of fees for dropped classes
September 2, 2011.....	Last day to apply for December graduation, undergraduate
September 4, 2011.....	Last day to drop or change grading option without college permission
September 5, 2011.....	Labor Day – No Classes. 60% refund of fees for dropped classes
September 12, 2011.....	40% refund of fees for dropped classes
September 18, 2011.....	Last day to apply for December graduation, graduates
September 19, 2011.....	0% refund of fees for dropped classes
October 10 - 11, 2011	Fall Break – No Classes
October 21, 2011	Last day to withdraw, undergraduates with college permission; and graduates with coordinator and college approval
November 4, 2011.....	Last day to withdraw from Fall term in order to return Spring term; undergraduates with college permission; and graduates with coordinator and college approval
November 11, 2011.....	Veteran's Day – No Classes
November 23 - 27, 2011.....	Thanksgiving Recess – No Classes
December 9, 2011.....	Last day of classes
December 12 - 16, 2011.....	Final Exam Week
December 16, 2011.....	Commencement, graduates
December 17, 2011.....	Commencement, undergraduates