

Notes & News **CTLT**

Welcome to the Fall 2003 semester at BGSU.

In keeping with the intent of this newsletter, our focus will be on your professional development. This month's newsletter features some tips on how to get started in your class as well as workshop and consulting services available to you through the Center for Teaching, Learning & Technology.

The First Day & Week of Class: Instructional Strategies

As we all know, starting off your class on the first day or week of class with a positive learning experience for your students is important. You might want to keep in mind the following excerpts that have been taken from a paper written by Joe Cuseo of Marymount College:

Joe points out that... "During this formative period, it may be useful to view the process of building class community as the first 'topic' that needs to be addressed in class. Allowing students early opportunity to interact with each other and with the instructor, is a fundamental or foundational experience that should be "covered" before any other topic is introduced....

Joe also recommends that faculty should use, "the first week of class to make an intentional effort to learn your students' names. No one more poignantly captures the significance of remembering an individual's name than does Dale Carnegie in, *How to Win Friends and Influence People*: "We should be aware of the magic contained in a name and realize that this single item is wholly and completely owned by the person with whom we are dealing and nobody else. Remember that a person's name is to that person the sweetest and most important sound in any language" (1936, p. 83). College research indicates that "addressing students by name" is a classroom teaching behavior that correlates positively and significantly with students' overall evaluation of the instructor (Murray, 1985). In contrast, research on "uncomfortable courses" (i.e., courses most likely to cause "classroom communication apprehension" among students) reveals that such courses are more likely to be taught by instructors who are perceived by their students as being unfriendly and who did not address students by their first name (Bowers, 1986)."

...Listed below is an example from Joe's "top ten" list of strategies for the effective and expeditious learning of student names:

"...Make short-hand comments next to student names when calling roll on the first day of class (e.g., record memory-triggering comments referring to the student's distinctive physical characteristics or seating location). Remaining after class for a few minutes to review these comments made by each student's name is an effective memory-enhancement practice because it capitalizes on the fact that you may still have visual memory for students' facial features and for the spatial (seating) position they occupied in class. Your visual-spatial memory can be improved further if you request some information from students on the first day (e.g., personal information cards) and collect their responses in the same order in which they are seating in class. Moreover, this quick post-class review tends to combat the "forgetting curve" at a time when most memory loss tends to occur during the first 20-30 minutes after new information has been learned.

(To view this article and references in full you can go to ctl.t.bgsu.edu or call (419)372-6898 to request a handout.)

Featured Staff Member

Chris Browne
Digital Art

At the CTLT
Chris assists with
the following:



- Video Editing
- Digital Video Production
- Consulting faculty

Welcome

The Center for Teaching, Learning & Technology provides support, through workshops, seminars, and consultations to faculty and graduate student instructors on the development and delivery of course content over the Web using the Blackboard Course Management System. In addition, the CTLT supports faculty and graduate instructors in all areas of instructional development and delivery of course content through electronic mediums, including the development and use of multi-media, creating online documents, online assessment, and using online materials and tools to enhance the teaching and learning process.

Other seminars on teaching and technology are offered throughout the year at the CTLT. Topics cover instruction in specific technologies, as well as how those technologies can enhance the teaching and learning process. In addition, the CTLT sponsors many Learning Communities at BGSU. Learning Communities are groups of faculty who meet on a regular basis to discuss topics relevant to teaching, learning, and the university environment.

LC members share experiences and support each other on topics related to their particular learning community.

Seminar dates are provided in this newsletter and on the CTLT Web site at: <http://ctl.t.bgsu.edu/workshops/list.php>. This site is updated frequently so be sure to check back often for new listings. To register for a seminar, go to: <http://ctl.t.bgsu.edu/workshops/registration.php>.

If you are interested in being a part of a Learning Community at the CTLT or in consulting with a CTLT staff member, contact the CTLT at (419) 327-6898 for an appointment.

“..the Center is one of their BEST experiences at the university.”

Fall Workshop schedule

All workshops will be held on site at 201 University Hall. Register for workshops online at <http://ctl.t.bgsu.edu/workshops/registration.php>, call the CTLT at (419)372-6898, or email request to Kris Sautter at ksautte@bgsu.edu.

Intro to Blackboard 5.5 with a Blackboard 6 demonstration			
M	Aug 25	9:00-11:00	
T	Aug 26	9:00-11:00	
T	Sept 9	9:00-11:00	
Intro to Blackboard 6			
T	Sept 23	9:00-11:00	
W	Sept 24	9:00-11:00	
T	Oct 14	9:00-11:00	
W	Oct 22	9:00-11:00	
Blackboard Online Assessment			
Th	Aug 28	10:00-12:00	
F	Aug 29	10:00-12:00	
F	Sept 12	1:00-3:00	
Th	Sept 18	1:00-3:00	
W	Oct 15	10:00-12:00	
Th	Oct 23	10:00-12:00	
Enhancing Classroom Presentation Using PowerPoint level			
M	Sept 15	9:00-11:00	
Enhancing Classroom Presentation Using PowerPoint level			
M	Oct 6	9:00-11:00	
Using Online Communication Tools using Blackboard 6			
W	Sept 17	9:00-11:00	
Introduction to Videography			
W	Sept 10	1:30-4:00	
IMovie			
W	Oct 1	1:00-4:00	
DVD Burning			
T	Sept 16	11:30-12:15	
Tenure & Promotion			
W	Sept 10	11:30-1:00	
M	Oct 6	11:30-1:00	
T	Nov 18	11:30-1:00	