

EAP 5836 – Spring 2022

Instructor	email	Office	Phone	Classes
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We are always glad to see students by appointment.

ASE Coordinator: Gordon Tapper, 313 Yon, ASE-Info@ufl.edu (352)392-3286

Course Materials

1. Gatorlink ID
2. Internet Access (high speed)
3. QuickTime Player 7 (Free!) Or VLC Player (Also Free!)
4. Gorsuch, et. al., English Communication for International Teaching Assistants, 2nd Edition, (recommended)

Course Goal

ASE 2 attempts to ensure the teaching success of international teaching assistants (ITAs) by enhancing their linguistic and cultural competence in the U.S. classroom.

This 3-credit (S/U) course is designed for international students **who scored 45 or 50 on the SPEAK test or 23 - 27 on a TOEFL-IBT Speaking test and are currently teaching a class, lab, or leading a discussion.** Its purpose is to address aspects of the ITAs' spoken English, cross-cultural awareness, and teaching techniques that are likely to cause communication difficulties. *ASE courses do not count toward a graduate degree.* However, they are University of Florida graduate classes, listed in the catalog and eligible for fee waiver. *They do appear on the academic transcript.*

Method

This course has three basic components:

Individual observation and feedback – Every few weeks an ASE instructor will observe one of your classes (either face to face or online). Up to five recorded teaching observations will be observed and analyzed. After we have a chance to review your recorded teaching, we will meet to discuss strengths and weaknesses noted during the observation. Individual needs in areas such as pronunciation, grammar, fluency, and clarity will be addressed in the conferences.

Seminar - The seminar meets weekly for two periods. The seminar will address issues of language, culture, and pedagogy which apply to the group as a whole. The seminar in Spring 2021 will be a hybrid of online and face to face.

Final Evaluation - There is no final exam in this course, and students do not need to take the SPEAK test again. Instead, at the end of the course, representatives of UF departments meet with the ASE instructor to individually review videotapes of students' teaching, evaluate their classroom skills, and decide whether they are qualified to continue teaching or need further coursework in English. Passing the course does not guarantee exemption from further classes in English nor does it ensure future teaching assistantships.

Grading Policy

The course is graded on an S/U basis. To earn a grade of S, you must:

1. 40% **Attend the seminar** We expect makeup work for any seminar missed. Three (3) unexcused hours of ABSENCES (including seminar and/or conference) will require a meeting with the coordinator and MAY RESULT IN A GRADE OF U.
2. 20% **Attend the individual conferences** with your instructor in which you receive feedback on classroom observations or videotaping. It is your responsibility to notify the instructor well in advance if you cannot attend a scheduled appointment.
3. UF attendance policies are available here at: <https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx>
4. 10% **Complete** all assigned readings, exercises, observations, and other activities. **Contribute** to seminar activities.
5. 30% **Show evidence of improving** aspects of your English and teaching which your instructor asks you to target. This includes improvement in culturally appropriate classroom behavior such as greeting students and using their names, making eye contact while at the board, etc. To this end, you may be asked to complete pronunciation or grammar exercises, transcripts, or other individual work.

Further information on UF's Grading System -

<https://catalog.ufl.edu/ugrad/current/regulations/info/grades.aspx#hgrades>

Passing the course does NOT guarantee exemption from further classes in English nor does it ensure future teaching assistantships. Your department and the Graduate School make these decisions. They will take into consideration the EAP 5836 final evaluation. There is no final exam in this course, and you do not need to take the SPEAK test again. Instead, at the end of the course, representatives of your department will meet with your ASE instructor to review videotapes of your teaching, evaluate your classroom skills, and decide whether you are qualified to continue teaching or need further coursework in English.

Accommodations

“Students with disabilities requesting accommodations should first register with the Disability Resource Center (352-392-8565, <http://www.dso.ufl.edu/drc/>) by providing appropriate documentation. Once registered, students will receive an accommodation letter which must be presented to the instructor when requesting accommodations. Students with disabilities should follow this procedure as early as possible in the semester.”

Zoom recordings

Our class sessions may be audio-visually recorded for students in the class to refer back and for enrolled students who are unable to attend live. Students who participate with their camera engaged or utilize a profile image are agreeing to have their video or image recorded. If you are unwilling to consent to have your profile or video image recorded, be sure to keep your camera off and do not use a profile image. Likewise, students who un-mute during class and participate orally are agreeing to have their voice recorded. If you are not willing to consent to have your voice recorded during class, you will need to keep your mute button activated and communicate exclusively using the "chat" feature, which allows students to type questions and comments live. The chat will not be recorded or shared. As in all courses, unauthorized recording and unauthorized sharing of recorded materials by students or any other party is prohibited.

Intellectual and Viewpoint Diversity

"Students are allowed to record video or audio of class lectures. However, the purposes for which these recordings may be used are strictly controlled. The only allowable purposes are (1) for personal educational use, (2) in connection with a complaint to the university, or (3) as evidence in, or in preparation for, a criminal or civil proceeding. All other purposes are prohibited. Specifically, students may not publish recorded lectures without the written consent of the instructor.

A "class lecture" is an educational presentation intended to inform or teach enrolled students about a particular subject, including any instructor-led discussions that form part of the presentation, and delivered by any instructor hired or appointed by the University, or by a guest instructor, as part of a University of Florida course. A class lecture does not include lab sessions, student presentations, clinical presentations such as patient history, academic exercises involving solely student participation, assessments (quizzes, tests, exams), field trips, private conversations between students in the class or between a student and the faculty or lecturer during a class session.

Publication without permission of the instructor is prohibited. To "publish" means to share, transmit, circulate, distribute, or provide access to a recording, regardless of format or medium, to another person (or persons), including but not limited to another student within the same class section. Additionally, a recording, or transcript of a recording, is considered published if it is posted on or uploaded to, in whole or in part, any media platform, including but not limited to social media, book, magazine, newspaper, leaflet, or third party note/tutoring services. A student who publishes a recording without written

consent may be subject to a civil cause of action instituted by a person injured by the publication and/or discipline under UF Regulation 4.040 Student Honor Code and Student Conduct Code."

Evaluation of Instructors/Course

Students are expected to provide feedback on the quality of instruction in this course based on 10 criteria. These evaluations are conducted online at <https://evaluations.ufl.edu>. Evaluations are typically open during the last two or three weeks of the semester, but students will be given specific times when they are open. Summary results of these assessments are available to students at <https://evaluations.ufl.edu>.

Course Outline

Week 1 Course Overview, General Introduction, Cultural information about the US and the American Undergrad

Week 2 Characteristics of a "Good" Teacher

Week 3 Cross-Cultural Teaching

Week 4 Questions as a Teaching Tool

Week 5 Interaction as a Teaching Tool

Week 6 Prosody - The Music of Language

Week 7 Testing & Grading / Academic Honesty

Week 8 Negotiation & Persuasion

Week 9 Organizing Information & Making Connections

Week 10 The Interactive Lecture

Week 11 The American Undergraduate

Week 12 Diversity & Gender Equity

Week 13 Encouraging Participation Through Discussion

Week 14 Perspectives on American Culture

Week 15 Retaining what you learned this semester

First Week Tips

1. **Reflection:** Before you teach your first class, take a few minutes to write about any aspects of class that you are worried about. After you teach, review what happened in class. Pay special attention to those aspects you were concerned about. Were there any surprises? Did any aspects of the class go differently than you anticipated? If you teach this lesson again, what changes would you make? Based on your teaching so far, which of Bailey's teaching styles best describes your teaching? Which did she find most successful? Which skills interest you? Why?
2. **Get to know your students as individuals.** Try to identify any student whose behavior you find troubling. Observe where they are sitting and what they look like. Note your observations in your journal. Next class, when you call roll, try to link these students' names with their faces. Note in your journal how successful you are in making these links. Also look for students whose behavior is positive and note it.
3. **Actively learn your students' names.** If you are having difficulty with this, plan a lesson such that the students have to do a written assignment for at least 10 minutes. At the beginning of class, pass a paper around the room and ask the students to write down their names, so you can match a name with where the student is sitting. While the students are writing, observe them carefully. Using the sign-up sheet, try to link each face with the person's name.