

**DEPARTMENT OF FRENCH AND ITALIAN**  
**Orientation Workshop for Associate Instructors of French**  
**August 20-29, 2008**

	Wednesday, August 20	Thursday, August 21	Friday, August 22
TIME	<i>BALLANTINE 139/140</i>	<i>BALLANTINE 139/140</i>	<i>BALLANTINE 139/140</i>
9:00 am	<p>Welcome and Introductions            -Dr. Sonya Stephens - Chair            - Icebreaker</p> <p>Orientation to Teaching Goals;            AI roles and responsibilities            -Kelly Sax; Colleen Ryan-Scheutz;            Isabel Piedmont</p>	<p><i>Treating vocabulary</i>            -Olga Amarie            (Language-specific break-out)</p> <p><i>Treating grammar</i>            -Audrey Fultz            (Language-specific break-out)</p>	<p><i>Review and discussion</i>            -Audrey Fultz</p> <p><i>Practice with speaking</i>            -Kelly Sax            (Language-specific break-out)</p>
10:30	Break	Break	Break
10:45	<p><i>Workshop goals and activities</i>            -Ermanno Conti</p> <p><i>Overview of a first-year class</i>            - Colleen Ryan-Scheutz            (Language specific break-out)</p>	<p><i>Building skills in listening</i>            -Kelly Sax            (Language-specific break-out)</p> <p><i>Using visual aids and classroom space</i>            -Colleen Ryan-Scheutz</p> <p><i>Explanation of Assignments #2</i></p>	<p><i>Using pairwork</i>            -Colleen Ryan-Scheutz            (Language-specific break-out)</p> <p><i>Teaching Culture</i>            -Bryan Donaldson            (Language-specific break-out)</p> <p><i>Learning a new language II</i>            -Esther Ham, Dutch (1)  <i>Explanation of Assignment #3 and #4</i></p>
12:15-1:40	Lunch	Lunch	Lunch (1:00 PM)
1:45 – 4:45*	<p>-Visit Teaching Resources Center            (TRC: BH 132, 1:45-2:00 pm)</p> <p><i>Sequencing language practice</i>            - Bryan Donaldson</p> <p><i>Treating pronunciation</i>            - Kelly Sax</p> <p>-Overview of structure of <i>Chez nous</i>            and <i>Percorsi!</i>            (Language-specific break-out)</p> <p><i>Explanation of Assignments #1.</i></p>	<p><i>Learning a new language I</i>            -Esther Ham, Dutch (1:45-2:35)</p> <p style="text-align: center;"><b><u>BH Facility Visits:</u></b></p> <p>- Teaching &amp; Learning Technologies Lab (TLTL: BH 307, 2:45-3:00 pm)</p> <p>- BH duplicating room (BH 5<sup>th</sup> floor, 3:05-3:15 pm)</p> <p>- CeLTIE (BH 118 and BH 121, 3:25-4:00 pm)</p>	<p>Please use this time to complete any remaining necessary on-campus tasks, especially any remaining elements of the International Student Orientation. (Please note TB tests are <b>not</b> administered on Friday)</p>
*except Friday			
Assignments	AIs prepare a skeletal lesson plan (Assignment #1)	AIs prepare a vocabulary and grammar treatment (Assignments #2)	AIs prepare a pairwork activity (Assignment #3 and #4)

Monday, August 25	Tuesday, August 26	Wednesday, August 27	Thursday, August 28	Friday, August 29	Saturday, August 30
<b>BALLANTINE 139/140</b>	<b>BALLANTINE 115</b>	<b>BALLANTINE 103</b>	<b>BALLANTINE 142</b>	<b>BALLANTINE 142</b>	
<p>9:00-9:45 <i>Review and discussion</i> -Olga Amarie</p> <p>9:45-10:30 <i>Teaching reading</i> -Kelly Sax</p> <p>10:30-10:45 break</p> <p>10:45-12:15 <i>Practice with writing</i> -Bryan Donaldson (Language-specific break-out)</p> <p>11:30-12:15 <i>Introduction to OnCourse</i> (BH 118) -TLTC staff</p>	<p>9:00-10:00 (BH 115) <i>Teaching and Technology</i> -Bryan Donaldson</p> <p>10:00-10:45 (BH 139) <i>Grading and Testing</i> -Audrey Fultz (Language specific break-out)</p> <p>10:45-11:00 Break (Coffee outside BH 139)</p> <p>11:00-11:30 (BH 139) <i>Avoiding incivility in the classroom</i> -Kelly Sax</p> <p>11:30-12:00 (BH 139/140) <i>Introduction to microteaching</i> (Language specific break-outs)</p>	<p>9:00-10:00 (BH 103) <i>*Policies of the College of Arts and Sciences</i> Assistant Dean Lindemann</p> <p>10:00-10:30(BH 139/140) Review and discussion of lesson plans (Language specific break-out)</p> <p>10:30-10:45 Break (Coffee outside BH 139)</p> <p>11:15-12:05 F100 demonstration class (BH 105) -TBA</p>	<p>Please register for classes if you have not done so, yet. Log into OneStart by using your Network ID, go to Self Service and click Register for Classes.</p> <p>10:00-11:00 F100 Microteaching (BH 105)</p> <p>11:15-12:15 F150 Microteaching (BH 105)</p>	<p>11-11:30 (BH 139) Review and discussion -Kelly Sax and staff (BH 139)</p> <p>11:30 – 1:00 Course meetings (F100-BH 107) (F150-BH 108) (F200-BH 308) (F250-BH 115)</p>	<p><i>Free Day-Enjoy!</i></p>
<b>12:15-1:40 Lunch</b>	<b>12:00-1:25 Lunch</b>	<b>12:05-1:30 Lunch</b>	<b>12:15-1:30 Lunch</b>	<b>12:00 Lunch</b>	
<p>1:45-2:45 p.m. <i>Introduction to FRITMAT</i> -Colleen Ryan-Scheutz (BH 118)</p> <p>3:15-5:00 Library Guided Tour with Faculty (French)</p>	<p>1:30-2:30 (BH 103) <i>*CAPS</i> -Chris Meno</p> <p>2:45-5:00 Advising (Prof. Julie Auger (Ling) and Prof Jérôme Brillaud (Lit) French–BH 139)</p> <p>7-9 pm Campus Climate Workshop, Frangipani Room, IMU (mandatory)</p>	<p>1:30-2:30 F150 Demonstration class (BH 105) -Diana Cervone (?)</p> <p>2:30-3:00 Discussion of demonstration classes (BH 139)</p> <p>3:00 Preparation for microteaching with staff (by appointment)</p>	<p>1:30-2:20 F100 Microteaching (BH 105)</p> <p>2:30-3:20 F150 Microteaching (BH 105)</p> <p>3:30-4:30 Follow-ups to microteaching with staff (by appt.) (BH 139)</p>	<p><i>Free afternoon</i></p>	<p>5:00 Bar-b-cue (At Kelly Sax's: 702 S. Ballantine Rd.)</p> <p>(see map at back of OW materials' packet)</p>

\* These sessions to be held jointly with Departments of French and Italian, German, Japanese, Chinese, Central Eurasian Studies, Slavics.