Spring 2013 Faculty Teaching Workshops — Center for Learning & Development

- ❖ To accommodate different schedules, most workshops will be offered at two different times.
- ❖ Unless indicated otherwise, the location for most workshops is at the Center for Learning & Development – LIB-448.
- ❖ For the most up-to-date schedule, please refer to the Daily News.

Workshop Topic	Time/Location	Format*	Description
First Steps in Course/ Lecture Planning	• Tue 2/5: 9-10 • Wed 2/6: 2-3	Seminar	Whether it is planning a course or a lecture, there are some essential principles that can help you plan and deliver your course or lecture more effectively. This workshop will introduce you to backward design, an important principle in instructional design. The workshop will also demonstrate the importance of learning objectives and share the best practices in writing effective, measurable objectives. You are encouraged to bring your own course/lecture learning objectives and other materials for discussion and feedback. This workshop is strongly recommended for those who are teaching for the first time, teaching a new course, or looking for a systematic way to plan a course.
Writing Multiple-Choice Test Items	• Tue 2/12: 10-12 • Thu 2/14: 2-4	Seminar & Hands-on Lab	Well-designed multiple choice tests can be an efficient grading tool for large classes. However, a good test strives to assess more than just recall of facts. The first part of this workshop will cover best practices as well as do's and don'ts for construction of meaningful multiple choice questions. The second half will help faculty create test questions that address higher order thinking. Workshop participants are encouraged to bring assessment examples from their own classes. Using conceptual and psychometric principles, participants will analyze and modify their assessments in order to improve the quality of the assessments.
Introduction to SPSS	• Tue 2/19: 9-10:30 • Wed 2/20: 2-3:30 (LIB-410 for *both*)	Hands-on Lab	SPSS is a powerful statistical analysis tool used by researchers. Yet SPSS is also accessible to a wide audience because of its intuitive graphical interface. This introductory workshop presents point-and-click procedures to input, analyze, and graphically display data using a heuristic dataset. Analysis will include t-Tests and bivariate correlations, and graphics will include scatterplots with trend lines, histograms, and box plots.
Getting Started with Camtasia	• Tue 2/26: 9-10:30 • Thu 2/28: 2-3:30 • Tue 3/19: 2-3:30	Hands-on Lab	Learn to use Camtasia to record your screen, edit and produce customized digital content for your classroom and online teaching. You can produce tutorials, online tours or instructional videos, and make them available to students on their computers or mobile devices. Camtasia projects can also be incorporated into your online courses. Topics covered include: Camtasia Layout/Tour, How to record Your Screen, Basic editing, Applying Smart Focus, and How to produce and share your video. You are encouraged to bring a laptop to the workshop.

PeerWise: A Peer Grading System that Promotes Active Learning	• Tue 2/26: 2-3 (LIB-225) • Thu 2/28: 10-11 (LIB-410)	Hands-on Lab	PeerWise is newly available software that supports student construction, explanation, and critique of multiple choice questions in an interactive learning environment. This workshop will introduce participants to the system, provide hands-on examples of how it works, and explain how to sign up for a UNTHSC practice course and get an instructor's license to use the software.
Planning & Facilitating Online Discussions	• Tue 3/5: 9-10:30 • Thu 3/7: 2-3:30	Seminar	Meaningful online discussions extend learning beyond the time and space limit of the classroom. However, creating a meaningful online discussion is more than setting up a discussion forum in Blackboard. This workshop will focus on best practices in the creation and facilitation of online discussions. This workshop is intended for those who want to make use of online tools to enhance face-to-face teaching, or those who are teaching online courses.
Qualtrics: Advanced Survey Design	• Tue 3/12: 9-10 • Wed 3/13: 2-3 (LIB-410 for *both*)	Hands-on Lab	Qualtrics is HSC's self-service online survey, reporting and analysis tool available to all faculty, staff and students. This lab will go beyond simple surveys to provide hands-on experience using advanced survey tools, such as conditional item display and branching. Participants should have a basic working knowledge of Qualtrics prior to attending this workshop.
Advanced Camtasia Part I	• Tue 3/12: 2-3:30 (LIB-414) • Thu 3/14: 9-10:30 (LIB-414) • Wed 3/20: 2-3:30 (LIB-448) • Thu 3/21: 9-10:30 (LIB-448)	Hands-on Lab	Explore the Camtasia Studio interface (Bins, Timeline, Preview). Importing and editing media files, working with A/V tracks and video layers, adding A/V transitions, and creating titles and shoutouts. Discussion of audio encoding options, advanced mic gain/volume setup, removing ambient noise, audio mixing, and adding background music.
Faculty Panel: Engaging Students in Lecture Classes	• Tue 3/19: 11:30-1	Lunch & Learn	In teaching a lecture class, what are some possible ways to better engage and connect with your students? This faculty panel will invite accomplished instructors from across the campus to share their strategies, techniques, and tips. This session is intended for those who are looking for ideas to take their lectures to the next level.
Techniques for Active Learning in Large Classes	• Tue 3/26: 10-11 • Thu 3/28: 2-3	Seminar	Have your class size increased significantly over the past several years? Are you teaching a class of 80, 100, or even more than 200 students? When facing a large class, how to engage students to ensure that they are as engaged as small classes? This workshop will share with you best practice techniques from both related literature and successful experiences of UNTHSC faculty.

Advanced Camtasia Part II	• Tue 3/26: 2-3:30 • Thu 3/28: 9-10:30	Hands-on Lab	Continuing the editing concepts introduced in Part I, this course focuses on increasing your video's production value. Make your presentations stand out with these dynamic tools: Visual Effects, Transitions, Time Manipulation, Layers/Collages/Motion Effects, Zoom-n-Pan, Cursor Effects, and Stock Motion Content.
Constructing and Using Rubrics for Grading: Basics	• Tue 4/2: 10-11 • Wed 4/3: 2-3	Seminar	Grading written assignments such as student papers and projects can sometimes be a challenge. Using rubrics as an assessment strategy enables faculty to communicate clear expectations of students, grade more objectively, and provide meaningful feedback. Faculty are welcome to bring their own assignments that may be suitable for assessment using rubrics.
Qualtrics: Reporting and Analysis of Survey Database	• Tue 4/9: 9-10 • Wed 4/10: 2-3 (LIB-410 for *both*)	Hands-on Lab	Qualtrics is HSC's self-service online survey, reporting and analysis tool. This lab will provide hands-on experience with Qualtrics reporting tools, plus options for more complex data analysis. Participants should have a basic working knowledge of Qualtrics prior to attending this workshop.
Advanced Camtasia Part III	• Tue 4/9: 2-3:30 • Thu 4/11: 9-10:30	Hands-on Lab	Work with captions and learn advanced exports/distribution for your produced videos: Interactive menus, quizzes, flash and HTML distribution.
Incorporating Reflections in Your Course	• Tue 4/16: 10-11:30 • Wed 4/17: 2-3:30	Seminar	Guiding students to thoughtfully reflect on their learning experiences is an excellent way to foster active involvement with a subject and encourage higher order thinking. This workshop will define reflection, examine its benefits, and discuss how you can incorporate reflection in teaching by constructing and assessing reflection exercises systematically and objectively. This workshop is intended for those who want to engage students in more in-depth and critical thinking.
Using Excel for Statistical Analysis	• Tue 4/23: 9-10:30 • Wed 4/24: 2-3:30 (LIB-410 for *both*)	Hands-on Lab	Excel is ubiquitous for business analysis. With the optional Analysis ToolPak add-in, Excel is also capable of performing powerful statistical analysis functions. This workshop introduces the native and enhanced statistical analysis capability of Excel using a heuristic dataset. Analysis will include t-Tests and bivariate correlations, and graphics will include scatterplots with trend lines and histograms.
Teaching Today's Learners: Models and Techniques	• Fri 4/26: 11:30-1:30	Lunch & Learn	Presented by invited speaker Dr. Mark Taylor, this Lunch & Learn will help you better understand our current cohort of learners, offer a practical overview of the pedagogy for today's learners and demonstrate techniques designed to increase student preparation, identification of applications of their learning, valuing of course goals, and deep lasting learning by leveraging online and digital resources, and increasing student activity and engagement.

Constructing and Using Rubrics for Grading: Intermediate	• Tue 4/30: 10-11 • Wed 5/1: 2-3	Seminar	This workshop is designed for faculty who are already using rubrics or ready to use a new rubric with a class. Attendees will be asked to bring in samples of their rubrics, to discuss potential problems or issues with scoring, to share ways results are communicated to students, and to discuss the role of rubrics in high stakes summative assessments. CLD staff will provide tailored suggestions on how to improve existing or proposed rubrics, especially if the intent is to assess higher order thinking. Use of rubrics in providing formative feedback and reliable summative data for assessment reporting will also be discussed.
Beyond Simple Bullet Points: PowerPoint for Effective Presentation & Learning	• Tue 4/30: 2-3:30 (LIB-225) • Thu 5/2: 9-10:30 (LIB-410)	Hands-on Lab	In response to requests from faculty, this hands-on workshop will introduce several practical techniques to help you create more compelling PowerPoint presentations. You will leave the workshop with an interactive PowerPoint that makes effective use of pictures, graphs, audio, video, and branches. You will find this workshop helpful whether you are looking to enhance your in-class presentations, or to create stand-alone presentations for students to learn outside of class.
Online Educators' Forum	• TBA	Lunch & Learn	UNTHSC has recently launched the distance education initiative. Several courses from the School of Public Health and other schools on campus are now being offered online. This Lunch & Learn session will introduce to you important principles of designing online courses. Faculty members of the online courses will also share with you their valuable experience gained from teaching online.

*Workshop Formats

- *Hands-on Lab*: Instructor-facilitated session with hands-on activities. Labs typically take place in a computer teaching laboratory. Learning activities may be prepared or ad hoc.
- *Lunch & Learn*: Instructor-facilitated presentations and discussions in a conference room setting. Light lunch is served prior to the session.
- *Seminar*: Instructor-led interaction in a conference room setting. Seminars typically include presentations, demonstrations, discussions, and sometimes activities.