

ALI 271

Language Tutorial for International Teaching Assistants

Instructor: B. Viktoria Byczkiewicz Cutler

Office Phone: (213) 740-8309

Instructor email: byczkiew@usc.edu

ITA program email: ita@usc.edu

Office: JEF-116

Office Hours: Mon., 2 - 5 pm or by
appointment

ALI Office: (213) 740-0079

Course objectives

By the end of ALI 271 students will have:

- increased their understanding of the language use, demands, and expectations of their students
- developed an awareness of their language and pronunciation targets and adopted strategies to improve comprehensibility
- developed an ability to effectively present information
- improved their ability to interact in English in and outside of the classroom
- gained a greater awareness of American cultural norms and values

Course Information

ALI 271 is an individualized language tutorial for ITAs. At the beginning of the semester, students will engage in diagnostic activities with the instructor in order to define their language goals and a plan for accomplishing them. The remainder of the semester will be dedicated to accomplishing these goals through individual tutorials and observations. The instructor will observe and videotape the ITA performing his or her teaching duties beginning in week 4. Students will evaluate their own performance using the observation forms on Blackboard and bring their self-evaluations to the tutorial. Each observation will receive instructor feedback and support in the areas of language and communication skills.

Materials:

TA course materials, observation forms (online)

Grading:

ALI 271 is graded on a credit/no credit basis. To receive credit for ALI 271, students must attend all meetings with the instructor, do assignments as assigned by the instructor, and successfully complete all projects, as described below.

Course Components

Observations of ITAs

- Each student will be observed teaching at least FIVE times during the semester.
- All observations (or presentations, for ITAs without teaching duties) will be videotaped and uploaded to Blackboard.
- Prior to observations, the student and instructor will review goals, content, and procedure for the upcoming observation.
- After each videotaping, students must watch their observation/presentation online and engage in a variety of self-evaluation activities as assigned by the instructor.

- Assignments (including a possible observation of another TA) will be given to the student based on the observation or presentation.
- Observations take the place of an individual meeting with the instructor for that week; therefore, if an observation occurs one week, the meeting with the instructor will not occur until the following week.

Individual conferences with the instructor

- Students will consult with the instructor after the observation or presentation to receive personalized feedback in the areas of language, discourse, and pronunciation.
- At midterm, each student will meet with the instructor to review progress/goals and to discuss midterm feedback with their uSC.

uSC meetings

You will meet with your own undergraduate Student Consultant (uSC) two hours a week, beginning week 4 and continuing for 10 weeks. The uSC program offers a great opportunity to practice English with a native speaker outside the classroom. This is a chance for you to work on fluency, slang, pronunciation, conversation, or whatever language areas you wish to improve. Your uSC can also give you feedback on your teaching.

For ITAs without Teaching Duties:

1) TA (Peer) Observation

During the semester, you will be asked to observe one or two other TAs (preferably native English speakers) in your field and compare their teaching techniques with your own (a handout will be provided) and your comments on what you have observed will be emailed to the instructor.

2) CET Event

This report will include at least one reflection on an event sponsored by CET (<http://cet.usc.edu/calendar/index.html>). Attend an event and write a few paragraphs on what you learned at the session and how this helped/helps you as an ITA.

ATTENDANCE

You are expected to arrive punctually and attend every class meeting. If you miss a class, contact your instructor to reschedule your next meeting. If you are more than a few minutes late to class, you may be marked absent for one full hour of the class. More than TWO hours of absence during the semester may result in a grade of No Credit for the course. If changes in your teaching responsibilities occur at any point during the semester, please be sure to inform your instructor as soon as possible.

ITA EXAM & FURTHER REQUIREMENTS

At the end of the semester, all students will take the ITA Oral Interview Exam again. Though students fulfill the course requirements, some may continue to require further work on their pronunciation, language or teaching skills. In such cases, students will be required to enroll in an additional oral skills course.

To qualify for the ITA exam at the end of the semester, students must complete ALL course-related assignments, attend ALL meetings with their uSC, and not exceed the maximum number of allowable absences for the course (absences include hours missed with uSC). Students who exceed permissible absences and/or are at risk of receiving a

NC will have their department notified. Failure to attend the scheduled ITA exam may result in a NC for the course.

A word of advice: In this course, there exists a strong causal relationship between effort and performance. In other words, if you work hard in this course, you are much more likely to succeed. If you choose not to work hard, you will probably not develop your skills, and will thus need additional coursework.

USC's GRADUATE ADMISSIONS REQUIREMENTS

The American Language institute adheres to the following university requirements:

USC Graduate Admissions English Language Requirements

<http://www.usc.edu/admission/graduate/international/english.html>

The ability to communicate effectively in English-to read, write and speak the language fluently-is vital to your success as a university student, and may also serve as a vital tool in your future academic and professional success. USC graduate students are therefore expected to demonstrate proficiency in English at all levels of graduate study.

STATEMENT ON ACADEMIC INTEGRITY

USC seeks to maintain an optimal learning environment. General principles of academic honesty include the concept of respect for the intellectual property of others, the expectation that original work will be submitted unless otherwise allowed by an instructor, and the obligations both to protect one's own academic work from misuse by others as well as to avoid using another's work as one's own. All students are expected to understand and abide by these principles. *Scampus*, the Student Guidebook, contains the Student Conduct Code in Section 11.00, while the recommended sanctions are located in Appendix A:

<http://www.usc.edu/dept/publications/SCAMPUS/gov/>. Students will be referred to the Office of Student Judicial Affairs and Community Standards for further review, if there is any suspicion of academic dishonesty. The Review process can be found at: <http://www.usc.edu/student-affairs/SJACS/>.

STUDENTS WITH DISABILITIES

Any student requiring accommodation based on a disability is required to register with the Disability Services and Programs office (DSP) each semester. A letter of verification for approved recommendations can be obtained through DSP. Please be sure the letter is delivered to me as early in the semester as possible. DSP is located in STU 301 and is open 9:00am-5:00pm, M-F. The DSP phone number is (213) 740-0776.