

**IU CENTER FOR LANGUAGE TECHNOLOGY (CELT) & CENTER FOR
LANGUAGE EXCELLENCE (CLE)**

2020-2021 NEW FOREIGN LANGUAGE INSTRUCTOR ORIENTATION AGENDA

ZOOM link for CELT/CLE events: <https://iu.zoom.us/j/982497> (Note: there are specific links for invited sessions from other organizers)

| MONDAY, August 17th | |
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| 8:45 -9:00 am | <p>Check in. Zoom Whiteboard Activity and Language Games Session leader: <i>Umida Khikmatillaeva</i></p> |
| 9:00-10:00 am | <p>Welcome Session Participant Introductions. Overview of the orientation schedule. Session Leaders: <i>Alwiya Omar, Iman Alramadan, & Piibi-Kai Kivik</i></p> |
| 10:10-12:00 pm | <p>Best Practices in Foreign Language Teaching Presenters: <i>Alwiya Omar, Iman Alramadan</i></p> <p>This workshop provides an overview on best practices in foreign language instruction, including usage of authentic materials, promoting a student-centered classroom, and ACTFL World-Readiness Standards for Learning Languages: Communication, Cultures, Connections, Comparisons, and Community.</p> |
| 12:00-1:00 pm | <p>Break</p> |
| 1:00-1:45 pm | <p>Lesson Planning on the Three Modes of Communication Presenters: <i>Iman Alramadan, Alwiya Omar, & Piibi-Kai Kivik</i></p> <p>This session will provide sample lesson plans and demos on the three modes of communication: Interpretive, Interpersonal, and Presentational. For homework, each participant will develop a lesson plan focusing on one or two modes of communication to be presented on Wednesday, August 19, 2020.</p> |
| 2:00-2:45 pm | <p>Optional Webinar open to all language instructors: Computer Headsets for Online Language Learners and Instructors Presenters: <i>Rebecca Ramsey and Jeff Holdeman</i></p> <p>Considering purchasing headsets? In this session, you will learn different features of headsets based on thorough investigation and search for headsets for instructors and students in online foreign language classes. In preparation for the webinar, participants will beforehand receive a handout of informative and detailed resources, which will serve as the starting point for discussion and questions.</p> |
| On your own time | <p>Campus Climate Workshop (Mandatory) <i>Created by Center for Innovative Teaching and Learning</i> Online recordings will address a variety of topics that students may encounter in their teaching assignments, including addressing microaggressions, managing class discussions about race, building inclusive and equitable learning environments, as well as policies and information on a variety of topics, including</p> |

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| | <p>sexual harassment, accessibility/accommodations, and support for students experiencing bias or inequity. For participation credit, you must view each recording in its entirety and respond to the reflection activity. You will need to log into https://kaltura.iu.edu first in order to view any of the videos below. You can access them individually or see the whole catalog in the CCW Channel.</p> <p>Start watching online recordings today and respond to the reflection activity.</p> <p>Then, sign up at least for one live session.</p> |
| TUESDAY, August 18th | |
| 8:45-9:00 am | <p>Warm-up Session leader: <i>Umida Khikmatillaeva</i></p> |
| 9:00 am-9:30 am | <p>Welcome speech by the College’s Associate Executive Dean Dr. Jane McLeod. Introduced by Xiaojing Kou</p> |
| 9:30-10:30 am | <p>Experiencing a New Language Session Leader: <i>Jeff Holdeman</i></p> <p>This session showcases a sample first-day foreign language lesson. Participants will be exposed to best teaching practices and strategies for using the target language from the first day of class. A guided discussion and analysis will follow.</p> |
| 10:40-11:55 am | <p>Teaching Grammar in Context Session Leader: <i>Piibi-Kai Kivik</i></p> <p>This workshop will provide participants with an overview of some contemporary pedagogy concepts to help new associate instructors to teach grammar in context.</p> |
| 12:00-1:00 pm | Break |
| 1:00-2:30 pm | <p>College academic policies and academic integrity procedures (Mandatory) Presenters: <i>Terri A. Greenslade and Justin Grossman</i>, Office of Undergraduate Academic Affairs</p> <p>This training session is for Associate Instructors covering campus and College academic policies as well as academic integrity procedures. virtual session via Zoom that will include information on specific policies that apply and actions that AIs should take when faced with common classroom situations. In addition, we will review academic integrity procedures that all instructors at IU are required to follow. The session includes extra time so that we can address specific questions from the audience. The session will be recorded for viewing after the presentation.</p> <p>Registration: https://iu.zoom.us/meeting/register/tJlTcOqrpj8qE9dXYKIjNcQBAFfnGF1DqPNq</p> |
| 3:00- 4:30 pm | <p>Campus Climate Workshop Series Live Session Presenter: <i>The Center for Innovative Teaching and Learning</i></p> <p>Registration: Recognizing and Responding to Signs of Distress in Students.</p> |
| WEDNESDAY, August 19th | |
| 8:45-9:00 am | <p>Warm-up Session leader: <i>Umida Khikmatillaeva</i></p> |

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| 9:00 - 10:15 am | <p>Teaching Demos (3) Session Leaders: <i>Iman Alramadan, Alwiya Omar, & Piibi-Kai Kivik</i></p> <p>Instructors will demonstrate lessons on Best Practices in language instruction. Lessons in three different languages will be modelled in the demos. Participants who do not speak the relevant demo language will take the role of students. For homework, each participant will do their own microteaching based on their lesson plans on Thursday, August 20.</p> |
| 10:30-11:30 am | <p>Lesson Plan Presentations and Reflections (3 groups) Session Leaders: <i>Iman Alramadan, Alwiya Omar, & Piibi-Kai Kivik</i></p> <p>Each participant will present a lesson plan that clearly reflects best FL instruction practices and (a minimum) of one mode of communication, followed by discussion and feedback from fellow instructors and Orientation leaders. Participants will be assigned a mode(s) of communication.</p> |
| 12:00-1:00 pm | <p>Break</p> |
| 1:00-2:00 pm | <p>Counseling and Psychological Services (CAPS) (Mandatory) Presenter: <i>Luciana Guardini, LCSW, CAPS</i></p> <p>Learn about CAPS services, adjusting to graduate school, signs of distress, and how Associate Instructors should refer students to CAPS.</p> |
| 3:00-4:30 pm | <p>Campus Climate Workshop Series Presenter: <i>The Center for Innovative Teaching and Learning</i></p> <p>Registration: Classrooms as Sites of Power and Privilege.</p> |
| <p>THURSDAY, August 20th</p> | |
| 8:45-9:00 am | <p>Warm-up Session leader: <i>Umida Khikmatillaeva</i></p> |
| 9:00-10:30 am | <p>Introduction to Canvas for Language Instructors Presenter: <i>Xiaojing Kou, Center for Language Technology (CeLT)</i></p> <p>This hands-on workshop provides an overview of the basic features and tools of the Canvas learning management system, which is used in all courses at IU. Specifically, you will learn to set up a new course manually, customize course navigation, create critical components such as syllabus, content pages, assignments, quizzes, rubrics, modules, course email, and discussion forums.</p> |
| 10:45-11:15 am | <p>Zoom introduction Presenters: <i>Xiaojing Kou, CeLT</i></p> <p>This hands-on workshop provides an overview of the basic features in Zoom for online language instruction.</p> |
| 1:00-4:00 pm | <p>Microteaching Sessions and Reflections Session leaders: <i>Alwiya Omar, Iman Alramadan, & Piibi-Kai Kivik</i></p> |

| FRIDAY, August 21 st | | |
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| Different Dates and Times | | <p>Associate Instructor Orientation Presenter: <i>The Center for Innovative Teaching and Learning</i></p> <p>This year's Associate Instructor Orientation (AIO) will be held virtually in light of safety concerns. AIO will be offered as a series of webinars that will be span two weeks: August 17th - 28th. To be sent the Zoom URL for the webinar, you will have to register for the event using the webinar links. (See details at the end of the document).</p> <p>Workshop Descriptions and Registration: https://citl.indiana.edu/programs/ai-support/orientation/index.html</p> |
| 11-12:00 pm | | <p>Campus Climate Workshop Series Presenter: <i>The Center for Innovative Teaching and Learning</i></p> <p>Registration: How To Do Anti-Racist Work in the Classroom.</p> |

Notes

- Please note that CeLT sessions are **designed for new language instructors and AIs only**.
- It is required that instructors have a proper IU account in order to participate in this workshop. If you do not have one yet, please, contact UITS support.

Other Orientation Sessions on Campus

The Center for Innovative Teaching and Learning (CITL) provides orientation to all AIs on campus, unlike the above sessions which are designed for and limited to new language instructors only. CITL provide valuable resources to all instructors and AIs and we recommend that you check out their schedule, and when time permits, attend your selected sessions. Please note that these sessions will be recorded. When there is time conflict, we recommend that you attend the language instructor orientation in live sessions since active participation such as microteaching is an essential part of the training. You can watch the recorded sessions by CITL in your own time. Please note that **if you are an AI, it is mandatory** to attend the Classroom Climate Workshop.

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| <p>Campus Climate workshop (Mandatory) Presenter: <i>The Center for Innovative Teaching and Learning (CITL)</i></p> <p>The annual Classroom Climate Workshop (CCW) each satisfies the requirements established by the Bloomington Faculty Council that all new associate instructors receive training in enhanced understanding of cultural diversity. In this event, you will learn about Federal laws and IU policies regarding classroom inclusion and equity; and address inclusive and equitable teaching practices through several concurrent workshop options.</p> <ul style="list-style-type: none"> • Recognizing and Responding to Signs of Distress in Students. Tuesday, August 18, 2020 3:00 pm - 4:30 pm • Classrooms as Sites of Power and Privilege. Wednesday, August 19, 2020 3:00 pm - 4:30 pm • Equity Challenges in Remote Teaching. Thursday, August 20, 10:00-11:00 am • How To Do Anti-Racist Work in the Classroom. Friday, August 21, 2020 11 am – 12:00 pm |
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Online recordings will address a variety of topics that students may encounter in their teaching assignments, including addressing microaggressions, managing class discussions about race, building inclusive and equitable learning environments, as well as policies and information on a variety of topics, including sexual harassment, accessibility/accommodations, and support for students experiencing bias or inequity. **For participation credit, you must view** each recording in its entirety **and respond to the reflection activity**. You will need to log into <https://kaltura.iu.edu> first in order to view any of the videos below. You can access them individually or see the whole catalog in the [CCW Channel](#).

Live online workshops addressing a variety of topics that students may encounter in their teaching assignments, including addressing microaggressions, managing class discussions about race, building inclusive and equitable learning environments, and more. Live sessions will take place the week of August 17-21, 2020, and there will be a two-week window of availability (August 17-28) for viewing the recordings. You **must attend ONE of these workshops** and complete the associated reflection activity, which will be provided during the session. You will need to register to receive Zoom login information. **Be sure you log into [Zoom.iu.edu](https://zoom.us) before you click the link for the workshop you will attend.**

Participants will be required to view the general recordings and participate in **one live workshop**. Attendance/engagement data will be collected via a combination of Kaltura/Zoom login data and a series of short application activities completed after each session. This information will be shared with VPFAA and the appropriate administrator in each school in early September. **All items must be completed by August 28, 2020.**

Registration: <https://citl.indiana.edu/events/index.html>

Teaching Orientation Workshops for Associate Instructors

While Center for Innovative Teaching and Learning staff, workshop facilitators, and graduate students typically meet in person, this year's [Associate Instructor Orientation \(AIO\)](#) will be held virtually in light of safety concerns. AIO will be offered as a series of webinars that will be span two weeks: August 17th - 28th.

To be sent the Zoom URL for the webinar, you will have to register for the event using the webinar links below.

- [Cultivating active learning environments in on-campus and online classrooms](#). Friday, August 21st, 10:30 am – 12:00 pm
- [IUB Technologies for Teaching and Learning Online](#). Tuesday, August 25th, 11:00 am – 12:00 pm
- [Why aren't they talking?: How to Lead an Effective Analysis-based Discussion](#). Thursday, August 27th, 2:30 – 4:00 pm