



**Fall 2017**  
**ITA Speaking and Listening Class**  
**Eng 097**

**September 12- November 17**

**Zeynep Altinsel**

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*B280 Wells Hall*

**Section 1 (12:40-2:00 pm)**

*T Th F : 218A Berkey Hall*

**Section 2 (3:00-4:20 pm)**

*T Th F: A328 Wells Hall*

**Resources:**

<https://sites.google.com/site/fall2016eng097/>

*Communicate, by J. Smith, C. Meyers and A. Burkhalter*

*Targeting Pronunciation by Sue Miller (if needed)*

*Pronunciation practice link:*

<https://grad.msu.edu/tap/team/resources>

*MIT Online courses:*

<http://ocw.mit.edu/courses/>

*Berkeley Online courses:*

<http://www.youtube.com/user/UCBerkeley>

This is an English speaking and listening class for international teaching assistants. The course will provide systematic practice in three areas of spoken English relevant to classroom instruction:

- \* English pronunciation
- \* English used in making classroom presentations
- \* English used in "class management"

The class will meet four and a half hours per week for ten weeks with the instructor. Additionally, students can meet pronunciation tutors to practice outside the class time. We will arrange schedules starting the second week.

The final class grade will be "P" (pass) or "NP" (no pass). To obtain a "P", students must complete all homework assignments satisfactorily and have no more than 4 unexcused absences. On November 20 students with a "P" will take the English Language Center's ITA Oral Interview. Students who pass the interview, satisfy MSU's TA English requirement and are cleared for teaching.

Students who do not complete all homework assignments or who have more than four unexcused absences will receive a class grade of "NP" and not be permitted to take the ITA Oral Interview. Being 10 minutes late to three classes will count as an absence. Students must return their books to the TA Office before they can take the ITA Oral Interview.

# Eng 097

# Fall 2017

## Week 1 Introduction

## September 11-15

### Tuesday:

Introduction to course  
Requirements  
Information about ITAOI  
English Vowels

*Assignment 1 : Pronunciation assessment: Record Pronunciation assessment and email.*

*Assignment #2: Listen and repeat the terms this week*

[www.tap.msu.edu/team/resources/](http://www.tap.msu.edu/team/resources/)

*And record 30 terms due Tuesday Sept. 19.*

*Assignment #3: Interview a senior TA in your department about the TA duties. Submit your handwritten notes on Thursday, Sept. 21.*

*To prepare, read Communicate. Pgs. 132-133*

### **Thursday:**

Introducing yourself  
Syllable stress  
Reduced syllables  
Communicate 44-46 Word stress

### **Friday:**

English Consonants

Prep for concept teaching next week:

Defining a concept

Relative clauses

Define a word and define a technical term/whole class.

*Assignment #4: watch "How to Speak" <http://bokcenter.harvard.edu/videos> starting at 2:25 min. Write a half page response, due next Friday.*

## Week 2 Defining a concept      September 18-22

### Tuesday:

Review of vowels  
Presentation skills  
Organizational Phrases

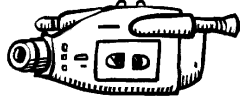
*Assignment #5: Review pg. 61 in Communicate. Prepare a 5-minute presentation of a concept from an undergrad textbook in your discipline. It will be videotaped on Friday.*

### Thursday:

Review Word Stress  
Teaching a concept in small groups  
Discussion of TA Interviews (*Due today: Bring your handwritten TA interview notes*)

### Friday:

Teaching a concept



*Assignment #6: See the transcript assignment on <https://sites.google.com/site/fall2016eng097/>  
Due Tuesday.*

*Assignment #7: Make arrangements to observe an undergrad class/lab in your department next week, report due Tuesday, October 10.  
See the class observation form on the class website.*

*Assignment #8: Hand in exercises, pg. 16-18 Communicate, due Tuesday, September 26.. Please do not write on the book.*

## Week 3 Announcements and Syllabus Presentation

### September 25-29

### Tuesday:

MSU building names  
American names  
Discussion on TAs' leadership roles  
Practice announcements from daily newspapers, class memos  
Communicate pg. 16-18

Practice academic terms, handout.

Assignment #9: Prepare to introduce yourself and present a part of your syllabus (undergrad class in your discipline) in 6 minutes on Friday.

See *Communicate* pg. 20-21

<https://sites.google.com/site/fall2016eng097/>

### **Thursday:**

Linking

Work on class memos, SPEAK announcements

Practice syllabus presentation

Good model:

Welcoming students/Iowa State video

<https://www.youtube.com/watch?v=TyRG85LqaJc>

### **Friday:**

Present yourself and a part of your syllabus.

One half of class will present to the undergrad assistant.

Assignment 10: See the syllabus transcript assignment on

<https://sites.google.com/site/fall2016eng097/>

Due Tuesday.

## **Week 4 Presenting graphs October 2-6**

### **Tuesday:**

“Four Teaching Styles” video discussion

Prep for graph presentations

Handout-sample graph outline

In-class practice with graphs

For Thursday, bring two graphs to present in small groups

Assignment #11: Prepare to teach a concept using a graph on Friday.

See ‘Communicate’ Pg. 43

### **Thursday**

Past tense –ed ending

Present tense –s ending

Practice graphs in small groups

### **Friday:**

Teach a concept using a graph in 6 minutes (class divided in two groups).

*Assignment #12: See the transcript assignment on <https://sites.google.com/site/fall2016eng097/>*

*due next Tuesday.*

*Assignment #13: See the list of controversial topics on the handout (also on the google site) and submit your topic of choice on Tuesday. On Thursday or Friday next week, you will lead a 20-minute discussion on your topic.*

## **Week 5 Leading Discussions October 9-13**

### **Tuesday:**

Discussion on class visits

*Assignment #14:*

*Interview an undergraduate student and report on the differences in the educational systems (handout), due Thursday, Oct. 26.*

### **Thursday:**

Intonation exercise Comm. 100-101

Discussions on controversial topics

### **Friday:**

Discussions on controversial topics

## **Week 6 Teaching a Procedure/ Process October 16-20**

### **Tuesday:**

Geometric shapes exercise

Recipes

Describing everyday objects (stapler, voice-recorder, watch, etc.)

*Assignment #15 Prepare to present a procedure on Friday.*

*Comm. Pg 77-78*

*Practice teaching your procedure in small groups on Thursday.*

### **Thursday:**

Word stress exercise: in pairs advertise a product

Teach a process in your field in small groups.

**Friday:**

Teaching a procedure  
Assignment #16: See the transcript assignment on  
<https://sites.google.com/site/fall2016eng097/>  
due Tuesday.

**Week 7 Office Hour Role-plays      October 23-27**

**Tuesday:**

Directness and indirectness exercise Comm. Pg.47-49  
Critical incidents in the classroom- discussion

*Assignment #17: Read role-play handout, due Thursday, October 26.  
Also on the google site.*

**Thursday:**

Practice role-plays  
Discussion of your undergrad interviews, bring your notes to class. .

**Friday:**

Role-plays with undergrad students

*Assignment #18: Reflect on a few issues you discussed with the undergraduates that  
wouldn't be common in your country, due Tuesday, October 31.  
Submit your handwritten notes or email.*

**Week 8      Negotiating a Class Agreement      October 30- November 3**

**Tuesday:**

Discussion

**Thursday:**

Negotiating Class Agreements

**Friday:**

Negotiating Class Agreements

*Assignment #19: Prepare to teach a concept next week.*

**Week 9 Fielding Questions November 6-10**

**Tuesday:**

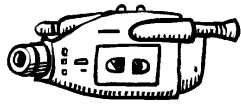
Exercises on Fielding Questions  
Communicate, Unit 6

**Thursday:**

Teaching a concept and practice fielding questions

**Friday:**

Teaching a concept



**Week 10 Review for the Interview Test November 13-17**

Practice teaching  
Role-plays  
Announcements

**ITAOI Interview test:**

**November 20**