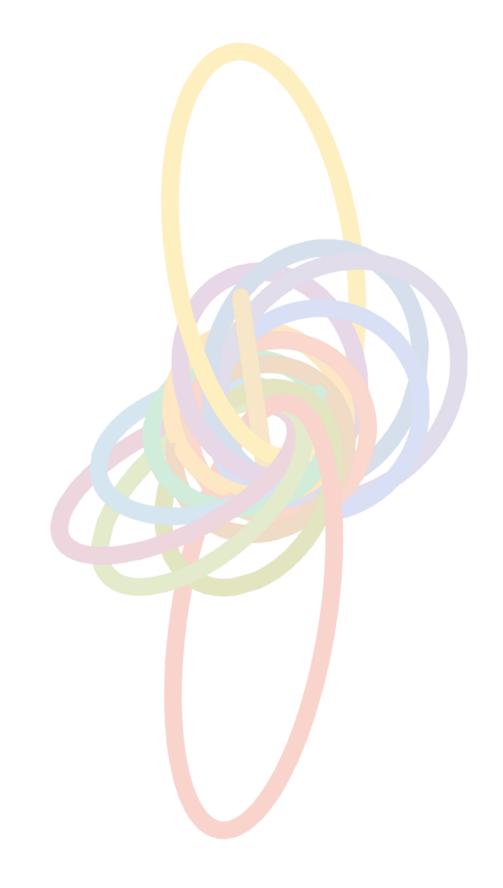
Teach<mark>i</mark>ng Handb<mark>o</mark>ok

Your one-stop shop for teaching strategies, classroom preparation, and self-assessment

Designed, composed, and written by the 2019-2020 Calculus Community of Practice at the University of Toronto.



Teaching Handbook

Designed, composed, and written by the 2019-2020 Calculus Community of Practice at the University of Toronto.





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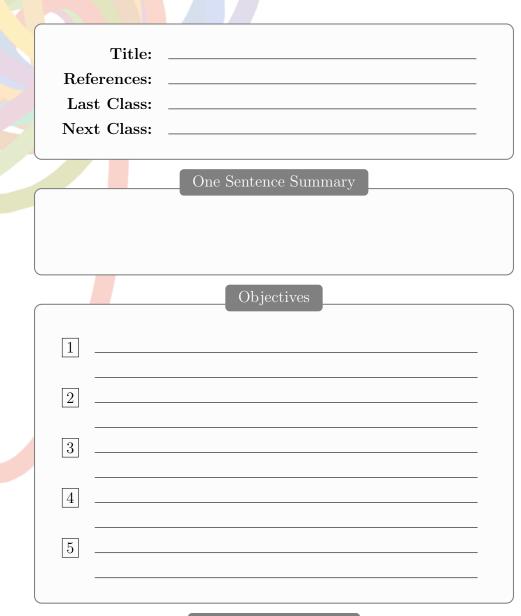
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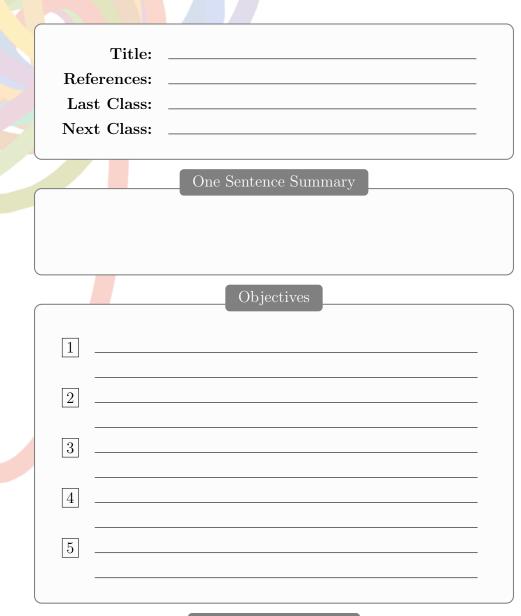
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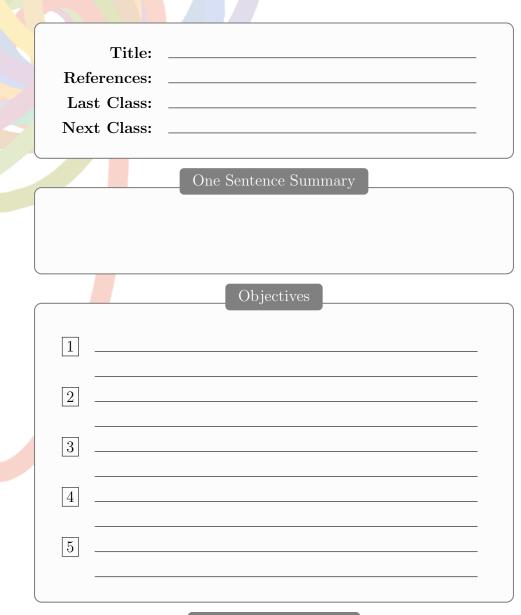
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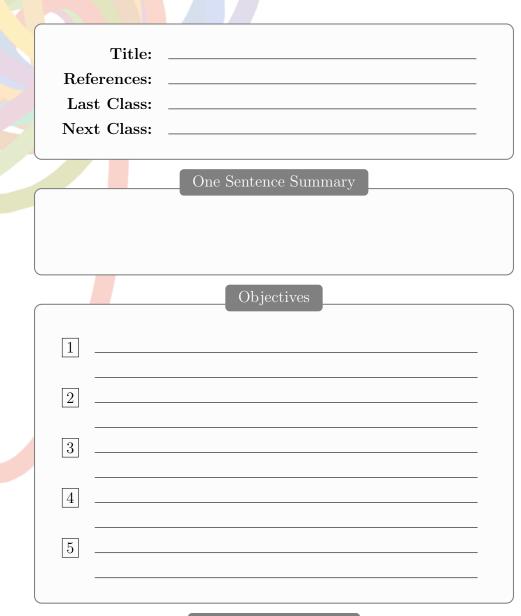
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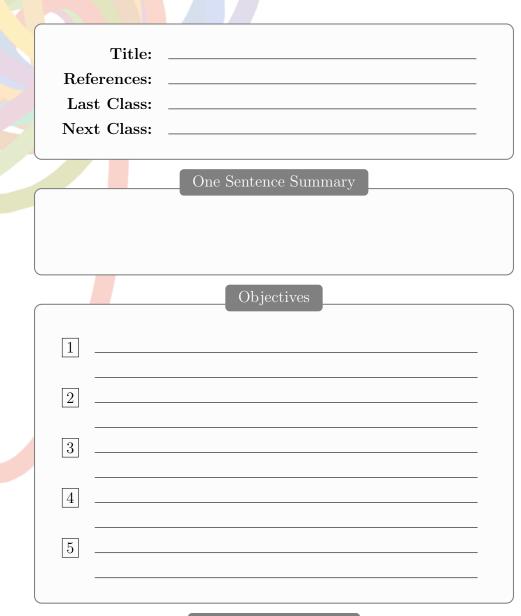
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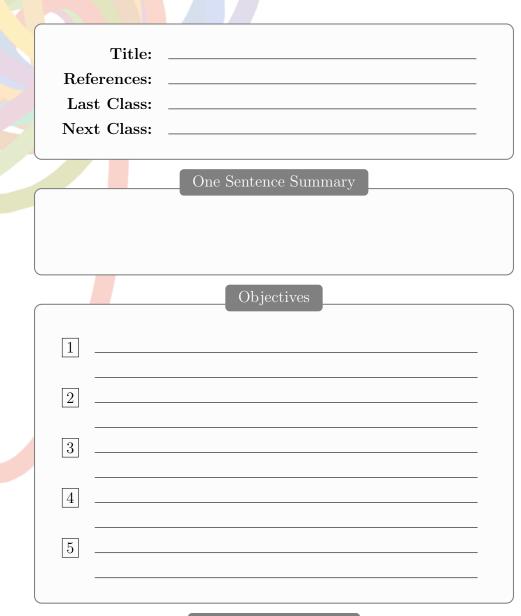
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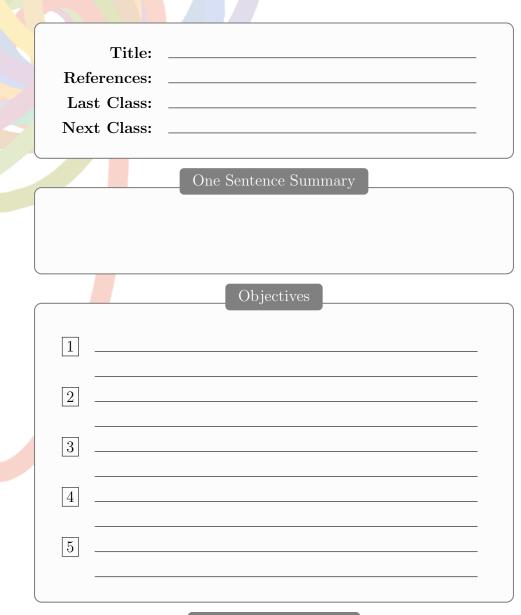
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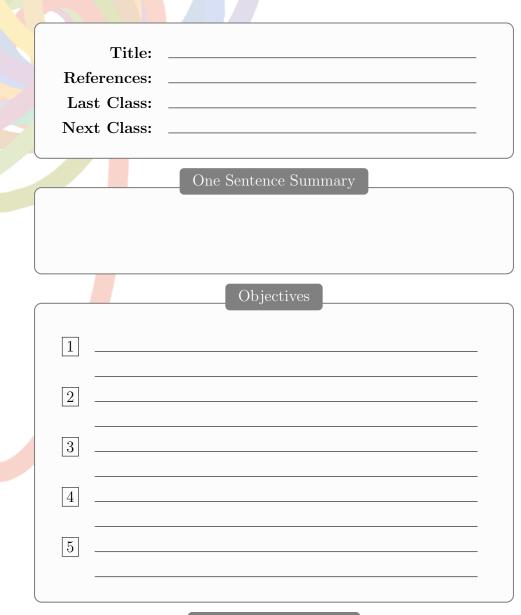
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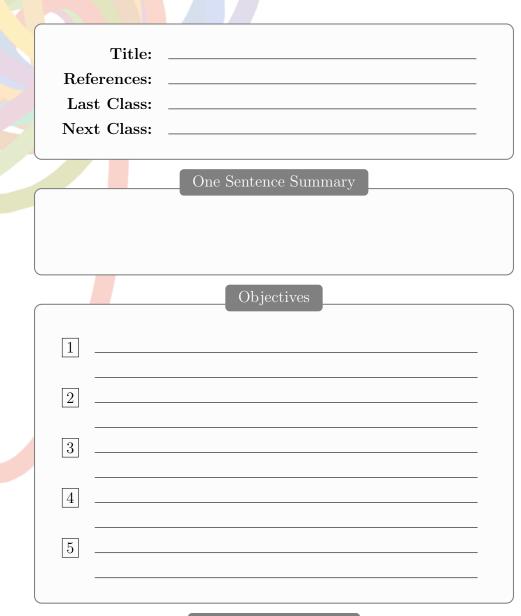
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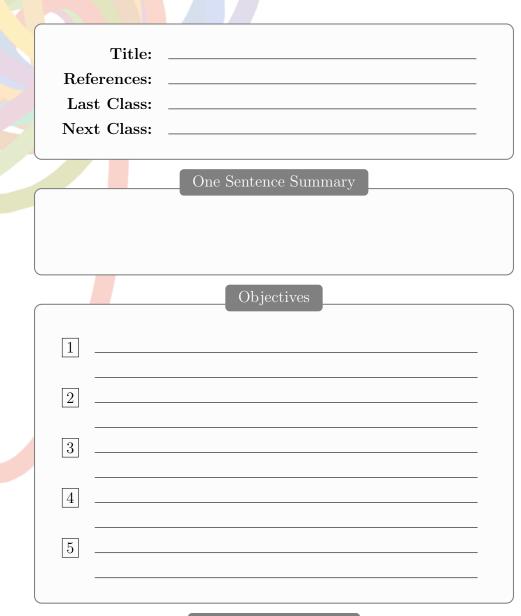
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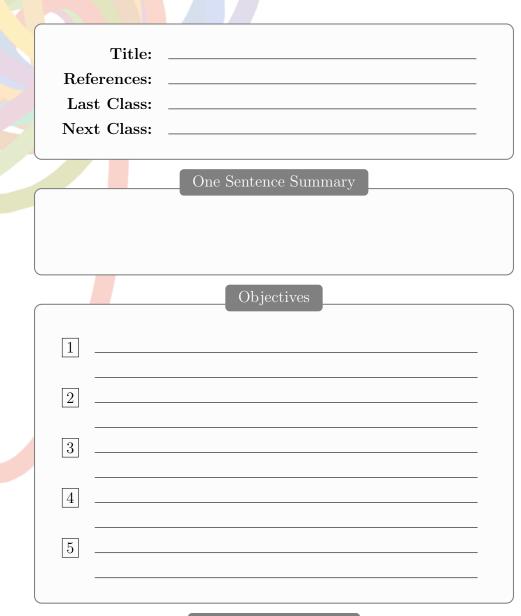
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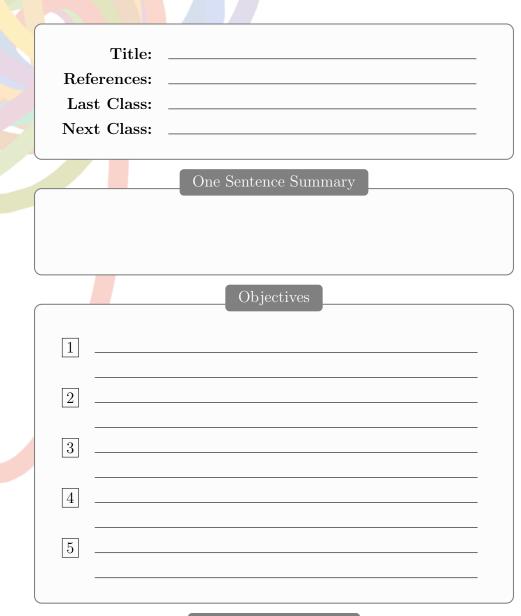
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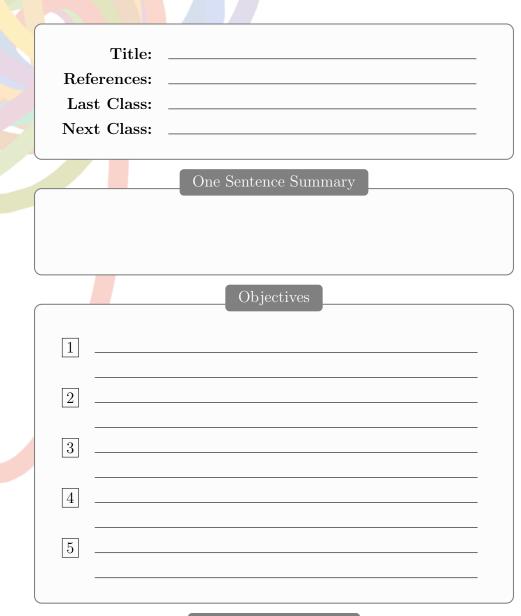
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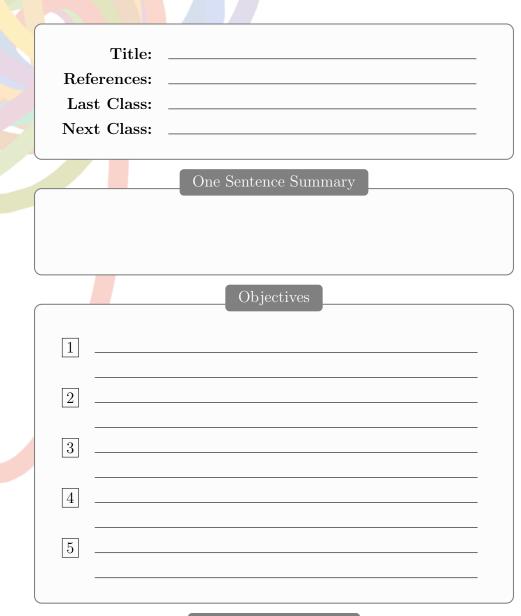
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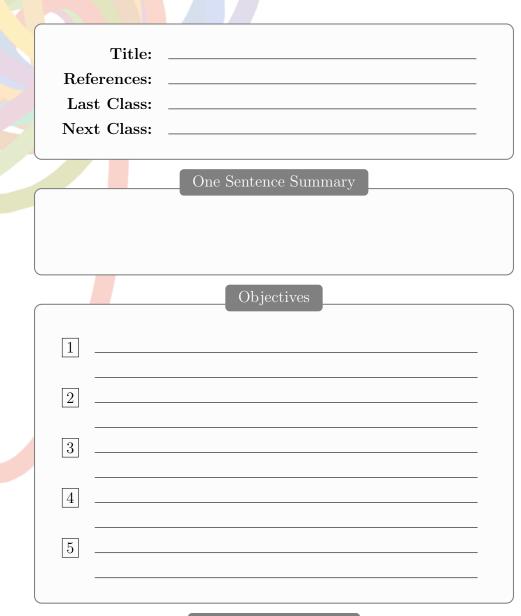
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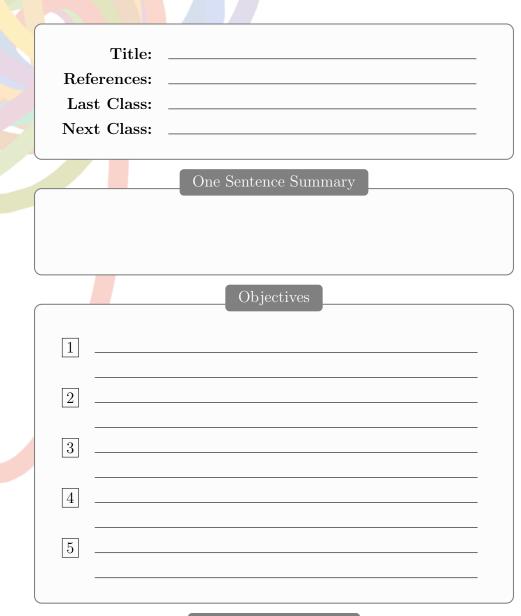
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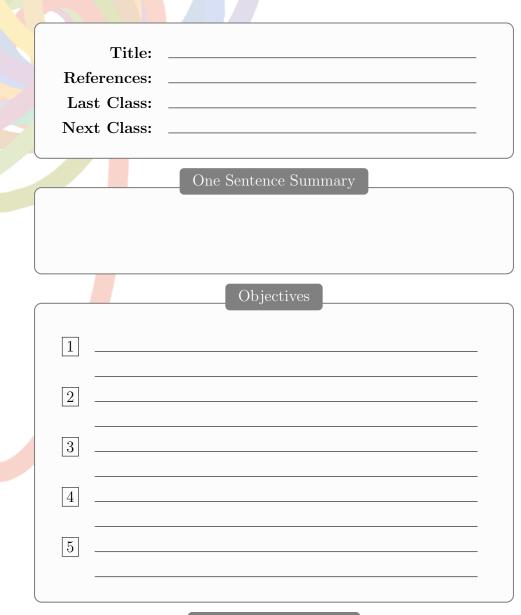
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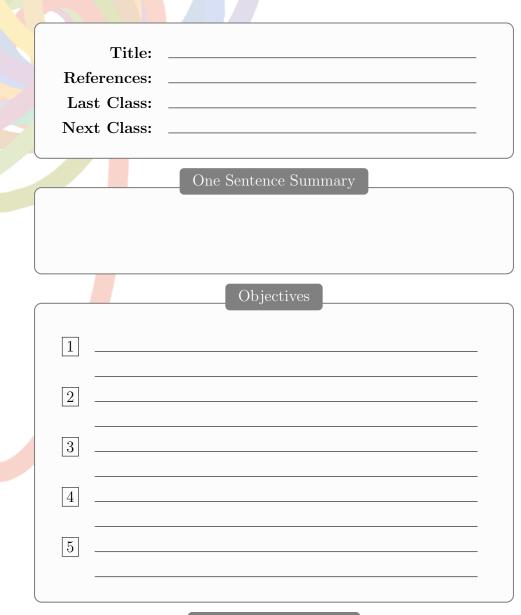
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Timed Think

What it is:	Pose a question, give the students a set time to think about the answer silently, then ask the question again and call on a student to answer it.
Possible Variants:	
Uses:	In the case of a silent class, this will gen- erally force an answer from the room. In feedback, students often want more time to think about a problem after it is asked.

Tips&Tricks:

Experiences

Think-Pair-Share (TPS)

What it is:	With a question posed, students think silently about an answer. Then they pair up, and share their response with their neighbour.
Possible Variants:	Explain instead of share, Think-Group-
	Share, Think-Pair-Share with a class-
	room voting system (Think-Vote-Share-
	Vote), repeated Think-Pair-Share-Think-
	Pair-Share, Think-Pair-Share where dur-
	ing the "Pair" step the student must find
	a classmate who has a different answer to
	them.
Uses:	This is the crux of active learning, and
	should be used for simple, conceptual ques-
	tions, not long computational question.
Tingfraniela	

Tips&Tricks:

Experiences

Punctuated Lecture

What it is:	A fast-paced lecture, where at the end of every slide there is a comprehension-style question, such as "why does this computa- tion work?", "explain this step". The ques- tion is then worked through using TPS .
Possibl <mark>e Variants:</mark>	Questions can be posed in an interactive
	voting system, see also: Going Through
	the Steps
Uses:	This is a good technique for getting
	through material that is emphasized in
	class, as opposed to reviewing pre-class
	material. It combos well with timed thinks
	and TPS.
Tips&Tricks:	

Experiences

Free-For-All Online Discussion

What it is:	A class-wide open discussion, where any
	student can contribute text or pictures to
	a forum-style tool. This can be done using
	TopHat, Google Docs, or Quercus.
Possible Variants:	Timed responses, group submission, see
	also: Write & Quiz, Write the Test,
	and 1-Minute Essay.
Uses:	This can be used for getting a lot of ideas
	fast, and to consolidate student solutions
	for everyone to see and use later in study-
	ing.
Tips&Tricks:	

1-Minute Essay

What it is: Possible Variants:	Students write a 1-minute essay linking concepts, explaining a concept, or summa- rizing a concept learned in class. This can be done with or without a specific prompt. 5-minute essay, 1-minute paragraph, writ- ing in groups, 1-minute list, end-of-class summary. See also: ice cream sandwich, write & quiz, and free-for-all discus- sion.
Uses:	This activity is a good conclusion to a lecture, module, or other topic. Walking
	around to pick students to read their sen-
	tences out loud to their neighbours can also
	be used to build comfort within a group.
Tips&Tricks:	

Fill-In Blanks

What it is:	A short, fill-in-the-blanks pop-quiz, either
	on the board, on a slide, or through an
	interactive classroom response system.
Possible Variants:	Giving the word possibilities, see also: 1-
	minute essay
Uses:	This is a good activity to start a class or a
	topic, and to make sure that everyone has
	done the reading, is on the same page, and
	is ready to start learning.

Tips&Tricks:

Write & Quiz

What it is:	Students come up with a question, then
Possible Variants:	partner up and quiz each other. Larger groups sharing the questions, forc-
	ing questions to be conceptual or computa- tional. See also: free-for-all discussion ,
	write the test, paper passaround.
Uses:	This is a good activity when there is a lot of relatively straightforward material that would take a long time to go over, but should be spot-checked. This activity also gets students to think about what ques- tions could appear on tests.
Tips&Tricks:	

Concept Map

What it is:	A concept map is a directed or undirected graph with concepts for nodes and edges for connections between them. Edges should be labeled. The activity is to make a concept map.
Possible Variants:	Students can get: list of concepts, the con-
	cept map without edges, or the concept map with unlabelled edges.
Uses:	This is an excellent review-session tool, as
	it takes up the entire class, and can cover
	a lot of material. The main goal of the ac- tivity is to introduce students to the idea,
	not to finish the map.
Tips&Tricks:	· · · · · · · · · · · · · · · · ·

Critique History & News

What it is:	A short lesson on the origins of the course
	content, or a news clipping related to it.
	The more primary sources, the better.
Possible Variants:	Having students see the primary source
	and critique it.
Uses:	Some students love this, some hate it, but
	it can be used to show to students that
	math was always difficult, and that other
	people also make mistakes.
Tips&Tricks:	

Going Through the Steps

What it is:	Write a sequence of steps to solve a prob-
	lem, and go through them one by one using
	other teaching-toolbox tools.
Possible Variants:	Handout with steps, allow students to find
	the correct order of the steps. See also:
	punctuated lecture, think-pair-share.
Uses:	This is a good activity to use to teach stu-
	dents a specific problem-solving strategy.
Tips&Tricks:	

The Tommy Question

What it is:	Tommy writes an incorrect or incomplete
	solution to a problem, and the students
	need to fix the solution.
Possible Variants:	Use previous exam solutions, have students
	grade the response, let students address
	their explanation to Tommy
Uses:	This is a good activity to target subtle mis-
	conceptions and to highlight common pit-
	falls students may encounter
Tips&Tricks:	~

Round Robin

What it is: Students get into groups and take turns highlighting key points from the lecture or course content. Possible variant: Playing Darts - Students shout concepts related to the material, and the instructor writes them down on the board. Finish with a follow-up at the end of class outlining what was and wasn't covered in class. Pairs well with a **timed think** This activity can be an opener and a closer,

and reminds students that they are also responsible for things not covered in class.

Possible Variants:

Uses: **Tips**&**Tricks**:

Ice Cream Sandwich

What it is:	Students write three things: something
	they've mastered in the unit, something
	they're struggling with, and something
	that was cleared up
Possible Variants:	Any triple of questions can work!
Uses:	Student reflection, seeing learning as a dy-
	namic process.
Tips&Tricks:	

Draw the Definition/Theorem

What it is:	Provide the students with a definition or
	theorem and have them illustrate this def-
	inition or theorem. Their drawing could
	be of an explicit example which works, or
	something more general.
Possibl <mark>e Variants:</mark>	Provide the students with a definition or
	theorem and a sketch. Have students fill in
	anything which is missing, and have them
	colour-code parts of the definition or the-
	orem and colour the corresponding part of
	the picture that colour as well.
Uses:	Allows students to engage with a definition
	or theorem and build some intuition about
	the concept.
Tips&Tricks:	

Geogebra Applets

What it is: Possible Variants:	Geogebra has many free applets available on its platform. It is possible to find many applets which are interactive and allow stu- dents to interact with different concepts. Be sure to test out the applet before use to ensure it is what you're looking for! There are a variety of different applets available. Some of the applets can be an
Uses: Tips&Tricks:	entire activity on their own, and others can be a supplement to help you illustrate an idea to students. Allows students to build intuition behind different concepts in a visual, yet interac- tive way.

Jigsaw

What it is:	Break the class into groups and have each
	group solve a different part of a problem.
	At the end, every one comes together to
	synthesize their solutions to solve the main
	problem.
Possible Variants:	This can be used to fill in tables, to see
	patterns emerging through examples, or to
	solve a larger problem as a group.
Uses:	This can be used to explore theorems or

: This can be used to explore theorems or definitions and build intuition.

Tips&Tricks:

Gameshow

I	What it is:	For review, have large a variety of ques-
		tions prepared which you will display one
		at a time. Students will answer questions,
		and will keep track of their longest streak
		of correct answers.
Possible	Variants:	Could have the class break up into teams
		to play, or change the format to mimic a
		real game show (for example, Jeopardy).
	Uses:	A fun way to engage students during a re-
		view class before a midterm or final exam.

Tips&Tricks:

Paper Passaround

What it is:	In groups, students write things on pa-
	pers, and exchange with other groups. The
	other group reads, and responds on the
	page.
Possible Variants:	Some examples: each group solves one of
	three problems on the board, and then cri-
	tiques another group's solution. See also:
	Write & Quiz
Uses:	This is a good physical writing exercise
	that lets students see and critique how
	math can be communicated in writing.
Tips&Tricks:	
·	

Run the Test

What it is:	Students play the role of the instructor in writing, grading, or helping students dur- ing a test-environment. For example, stu- dents may be given a solved test to cri- tique, or could be asked to give advice to students before, after, or during the test
	(see: Tommy question)
Possible Variants:	An online tool to collect student-made test
	questions to create a question bank can be
	useful.
Uses:	This exercise can be used to demystify the
	test, and to highlight common mistakes.
	See also: Write & Quiz, Free-For-All
	Online Discussion
Tips&Tricks:	

Possible Variants:

Uses:

Tips&Tricks:





Targeted Reflection Questions

1. What is something that surprised me?
2. Did any student make the class special?
3. What teaching strategy went well?
4. Did something funny happen?
5. When was the class was engaged/disengaged?
6. How did the space affect the class?
7. What did I do that was helpful?
8. Did something accidental happen?
9. When did the class feel rushed/slogged?
10. Expand an activity from the class
11. How did my body language affect the class?
12. What mistakes did I make?
13. What was a good question that was asked?
14. How did my introduction affect the lesson?
15. How did my conclusion tie the class together?
16. A haiku about my class.
17. What are my students struggling with?

Critical Incident Questionnaire

One can put this on a google docs survey for the students to complete, TopHat, or paper. The idea is to give the survey periodically throughout the semester and provide the students feedback on the lecture immediately following the survey.

A good idea is to use a URL shortener and give the students a short URL.

Critical Incident Questionnaire

- At what moment in class this week did you feel most engaged with what was happening?
- At what moment in class this week were you most distanced from what was happening?
- What action that anyone (teacher or student) took this week did you find most affirming or helpful
- What action that anyone took this week did you find most puzzling or confusing?
- What about the class this week surprised you the most?

How will you (the instructor) make changes to accommodate the student feedback? The best practice is to provide students with the summary of their responses (i.e. top replies) and indicate what changes you are implementing to address these.

	Phonebook
	1. Campus Police: 416-978-2222
-	2. Building Related Issues: 416-978-3000
	3. Student Crisis Response: 416-946-7111
	4. Accessibility Services: 416-978-8060
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ĺ	Other Resources

- 1. The Active Calculus Textbook: activecalculus.org
- 2. TopHat Field Manual: TODO
- 3. Peer Instruction: A User's Manual, by Eric Mazur
- 4. Make It Stick: The Science of Successful Learning, by Peter C. Brown
- 5. American Mathematical Society blog on math education: blogs.ams.org/matheducation/
- 6. Teaching in higher education podcast: teachinginhighered.com
- 7. Professor Mayes-Tang's Medium page (articles): medium.com/@SMayesTang

Articles, Studies, and Literature

- 1. CBMS: Active Learning in Post-Secondary Mathematics Education Statement
- 2. What does active learning mean for mathematicians?, AMS Notices, B. Braun et al.
- 3. Active learning increases student performance in science, engineering, and mathematics, by S. Freeman et al.
- 4. Persistent Learning, Critical Teaching: Intelligence beliefs and active learning in mathematics courses, AMS Notices, B. Braun
- 5. From Lecture to Active Learning: Rewards for all, and is it really so different?, David Pengally
- 6. What have we learned from calculus reform? The Road to conceptual understanding, D. H. Hallett
- 7. Problem Solving: Moving from Routine to Nonroutine and Beyond, AMS Notices, B. Garelick
- 8. Measuring actual learning versus feeling of learning in response to being actively engaged in the classroom, L. Deslauriers et al, PNAS, 2019.

Many thanks to Professor Mayes-Tang for her help in compiling this list.

Teaching Quotes

"I am not a teacher, but an awakener"

– Robert Frost

"I never teach my pupils. I only attempt to provide the conditions in which they can learn."

– Albert Einstein

"What we learn with pleasure we never forget."

– Alfred Mercier

"To teach is to learn twice over."

– Joseph Joubert

"I am interested in helping students feel successful; to attempt to remove the comfort zone of the passive learner and to empower students to actively engage in their own learning as well as that of their peers."

– Simon Albon

"I believe passionately in David Suzuki's notion of 'the power of one,' that I can make a difference in my work with prospective teachers and create a 'ripple effect' in education. This means I have a responsibility to be a role model as a scholar, a teacher, and mentor to help my students implement informed and thoughtful teaching practices, build communities of inquirers in their classrooms and schools, and become lifetime learners through ongoing professional development and study."

– Marilyn Chapman

"You can teach anyone who is interested in teaching to be a good teacher: to set realistic objectives, to be well organized, to be clear... What people who become truly exceptional teachers add to these basic skills is they really truly care that their students learn."

– Carol-Ann Courneya

"An educated person is transformed by what she knows; it changes her outlook, her horizons, and her habits of mind. To teach someone is to participate consciously, and carefully, in that transformation."

– Linda Farr Darling

"I let students know that in real life, there's more than one right answer. My job is to teach them how to approach a problem – how to learn, not just what to learn."

– Mary Ensom

"I emphasize clarity and planning. Equally important are a sense of humour and a courteous attitude."

- Keith Farquhar

"The thing I enjoy most is teaching first-year courses. A first-year course is not just an introduction to some subject – it is also an opportunity for the instructor to introduce students to his or her passion for that subject."

- Christopher Friedrichs

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"It is a real privilege to teach students – an opportunity to 'turn them on' as opposed to doing the reverse. And the key to 'turning them on?' I feel it has to do with believing in what you are selling. For if you don't and would rather be elsewhere, students pick that up and you impact lessons. So, if there is one quote from me, it would be: It's not hard to sell something (indeed some**one**) you believe in."

– Dan Gardiner

"Teaching students less can help them remember more."

– Lee Gass

"Students seem to learn best when their curiosity is engaged and they can feel the link between the material and their own past, present or future lives. Given this, good teaching is about fostering curiosity. It is about finding, fueling, and firing up the links and creating experience within and between learners. Course content exists to be played with, tossed around until it becomes pertinent."

– Clarissa Green

"My basic teaching philosophy is to be enthusiastic about my subject, honest about potential confusions, and unambiguous in my explanations"

– Chris Orvig

"My philosophy of teaching is to provide an atmosphere of caring and respect for students in order to promote free-thinking and independent learning."

- Wayne Riggs

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"My philosophy with regard to education is that the teacher should facilitate the student in their search for knowledge (rather than deliver the knowledge per se). With this in mind I try to engage the students in an interactive discussion around the specific subject matter which they need to know."

– Niamh Kelly

"I believe teaching should promote the autonomy of students; elicit the preoccupations, passions, and lived experience students bring to the academy; and create a space for articulation and scholarly inquiry of these elements in their research and in their writing. My priority is creating a learning environment with structures that engage student participation and whereby their participation shapes the learning environment."

– Karen Meyer

"I believe that teaching is a creative art in which evidence-based knowledge is applied toward meeting the learning goals of learners. I believe that effective teaching is often the spark that ignites the imagination, possibility, and promise for learners, including the teacher."

– Barbara Paterson

"Listen, respect, and respond to students' points of view; be excited about mutual engagement in construction of knowledge; love learning and its complexity. Be curious about and committed to the possibilities inherent in the intersection of scholarship, mentorship, and pedagogy."

– Marion Porath

"If your students are highly intelligent, strongly motivated and well behaved, it matters little how you teach as they will thrive anyway. If they aren't, your knowledge, preparation and skill as a teacher do matter."

– William Webber

"UBC is a big place, but it need not be an impersonal one. The instructor's job is to remember that a big class is not just a sea of faces, but a group of individuals with different backgrounds, interests and enthusiasms."

- Christopher Friedrichs

"My goal is to present topics with excitement and enthusiasm, drawing on both work and research experiences to make material relevant. Once students realize the value of their marketable skills it increases their desire to master those skills and concepts."

- Wayne Riggs

"I teach that a discovery is not simply a eureka moment, but instead a process where you capture a glimpse of nature exposed, convince your peers of what you saw and demonstrate utility. Eureka on its own is merely an observation."

– Stephen W. Scherer

