



CENTER FOR EXCELLENCE IN TEACHING



August 2019

The CET Teaching Institutes Are Here!

CET is excited to announce five teaching institutes for the 2019-2020 academic year! In support of USC's teaching excellence initiative, CET is committed to supporting all faculty at USC as they continually develop and enhance their course design and teaching practices. This year we have added two new offerings: the Institute for Faculty Teaching Online (online faculty) and the Virtual New Faculty Institute (faculty at HSC and our other campuses, and part-time faculty in for whom UPC is not convenient).

Registration and detailed information is available on the [CET website](#). Enrollments are still being accepted for all onground institutes. Waitlist registration is available for the online institutes.

We appreciate your interest and look forward to working with you.

Make the Most of the First Day of Class

Are you ready? August 26 is fast approaching...

The first day of class sets the tone for the semester. It provides an opportunity to share about ourselves and expectations for class, clarify questions relative to the course objectives, and start using course content to practice skills through active learning. As students leave the first meeting, they should have a better understanding of the course structure, requirements, and you, the Instructor or TA!

CET has created reminders for [faculty](#) and [TAs](#) for the first day of an onground or online class.

Keeping Current with Teaching at USC

As the new academic year gets underway, it is recommended that all faculty consult the USC Policies and Fundamentals of Teaching Practices video each fall to keep current with USC teaching policy.

[View the Video](#)

Should you need assistance implementing any of these policies or practices, please contact [CET instructional designers](#).

CET House Calls

CET is coming to you! This fall, Katie, Bob, and Ingrid will be making house calls in departments around UPC and HSC. We will be onsite to answer your pressing pedagogical questions, consult on your teaching and course design, and provide personalized support.

We will be posting a schedule of our visits in the September newsletter.

If you are not available during our house calls, individualized, private consultations can be arranged in-person or virtually. [Contact us](#) to schedule a time to meet.

Want to do more with Blackboard this semester? Have a question?

With the fall 2019 semester quickly approaching, the Blackboard group and USC ITS is once again coming to campus to host some 1-on-1 sessions. These sessions will be offered starting on August 20 and running through the end of September. We are still working on rooms, so the rooms are subject to change. [To sign up, please visit this google drive link](#). Please include your name and email address so that we may contact you if the room changes and to remind you of your appointment. In an effort to accommodate as many professors as possible, please only sign up for one spot each. If additional sessions are needed we can work with you on scheduling something.

Don't Forget...Make your Course Available in Blackboard

The Blackboard group also want to remind everyone that in order for your students to have access to your courses, you must first make them available. For more information on making courses available, please visit the [USC Faculty Help Page](#).

Do you require research projects in your course?

Remind students that research support is available at the USC Libraries.

- Consider including [a statement](#) in your course materials.
 - Distribute this [informational sheet](#) to your students or make it available in your learning management system.
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Do your undergraduate students need academic support?

Faculty can request that representatives from the Kortschak Center for Learning and Creativity come to your class to present a workshop on a variety of study skills! [Request a workshop and view available topics.](#)

Let students know about USC support services that are available to them.

Encourage your students to drop-in at the Kortschak Center for Learning and Creativity. Students can stop by the Student Union, Suite 311, between 10 a.m. and 4 p.m. Monday-Friday. This is a great way for students to get support on designing and managing their schedules and setting goals for the semester.

Consider adding the following statement to your course materials.

The [Kortschak Center for Learning and Creativity](#) provides customized support services to help students transition into college and achieve their academic goals. Through individual academic guidance, weekly walk-in hours, academic support groups, workshops, and quiet study spaces the Kortschak Center provides assistance with such challenges as time management, procrastination, stress management, and successful study strategies in general. For additional information, students can drop in the Center on the 3rd floor of the Student Union (STU 311) between 9 a.m. and 5 p.m. Monday-Friday or [visit our website](#) to view [weekly walk-in hours](#) or [request an intake appointment on-line](#). All services are free of charge to currently enrolled USC students.

Spark Your Teaching Effectiveness When You Receive Text Messages From CET!

Text the keyword **CET** to **474747** to receive 1 text message/month with teaching tips, articles, and other helpful resources.

Reply STOP to opt-out anytime. Standard message rates may apply. Your personal information will not be collected. For questions, contact [CET](#).

Good Things Can Happen to Teaching When You Receive the CET Newsletter

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uscet@usc.edu

213.740.3959

cet.usc.edu

[map](#)

