

IDPO 2910 Undergraduate Teaching Opportunities (UTOP)

Course Instructor

Ms Phoebe MOK, Education Developmental Manager, Undergraduate Core Education Team, Academy of Interdisciplinary Studies (AIS)

Guest Instructors

Dr Angie LI, Lecturer, Center for Language Education (CLE);

Prof Desmond TSOI, Assistant Professor of Engineering Education, Department of Computer Science and Engineering (CSE);

Prof Jeevan JAISINGH, Associate Professor of Business Education, Department of Information Systems, Business Statistics and Operations Management (ISOM) and

Prof Marshal LIU, Associate Professor of Engineering Education, Department of Chemical and Biological Engineering (CBE)

Course Description

Undergraduate Teaching Opportunities (UTOP) is a unique course which provides basic teacher's training to undergraduate students. UTOP aims at helping students to acquire and practice the core competencies and providing unique and real-life teaching experience for HKUST students. Teaching is a process of helping learners to acquire knowledge in an effective way. Such process involves receiving and giving effective pedagogical instructions and is often characterized by its experiential and reflective nature. Thus, UTOP aims at allowing students who are interested in teaching to practice their teaching skills by providing them with real-life teaching opportunities. Pre-teaching training, consultation sessions will be provided to ensure students are well-prepared for their teaching. Reflection sessions and a mini teaching conference will allow students to practice the essential competences for teaching and encouraging students to deepen their learning through experiential learning.

Course ILOs

Upon completion of this course, students are expected to be able to:

- explain the subject knowledge accurately and effectively to learners;
- design, implement and evaluate appropriate learning, teaching and assessment strategies to cater the learners' individual learning differences;
- identify and address educational issues by adopting appropriate strategies to arouse learners' interest; and
- reflect on and make reasoned analysis on one's teaching.

Course Highlights

- This is a pilot-run of the Common Core Experiencing course.
- The course is structured around four basic components: Pre-teaching training, consultation sessions with staff, actual teaching, and teaching conference.
- Students will be given opportunities to design their teaching materials which will be taught to a group of secondary school students.

The theme of UTOP (i.e. the content/subject of UST students will teach) may vary from year to year, depending on collaborating faculty (i.e. guest instructors). For 2023-24 Spring, the themes are Business, English and STEM. Topics students may choose from these themes include but not limited to the following:

Business Management:

- Project management
- Technology and innovation management

English:

- Grammar: Covering essential grammar concepts, including parts of speech, sentence structure,

verb tenses and subject-verb agreement etc.

- Vocabulary expansion: Introducing strategies for building vocabulary, learning new words, and understanding word meanings in context. This can include studying synonyms, antonyms, prefixes, suffixes, and roots.
- Speaking skills: Enhancing communication skills through activities that promote effective speaking, such as presentations, discussions, and role-plays.

STEM:

- Artificial intelligence
 - Biology
 - Chemistry
 - Computer programming
 - Computer vision and graphics
 - Data structures and algorithms
 - Mathematics
 - Physics
 - Web/App development
- Students may propose themes other than those listed above, subject to faculty's approval.
 - No pre-requisite is required but students need to have an appropriate level and adequate amount of knowledge to teach secondary school students.

Required Reading

Ambrose, S. A., Bridges, M. W., DiPietro, M., Lovett, M. C., & Norman, M. K. (2010). *How learning works*. John Wiley & Sons.

Assessment

Task	Weighting	Due dates
Actual teaching <ul style="list-style-type: none"> • Rehearsal of teaching (x2) • Actual teaching sessions to secondary school students (x2) • Response to feedback 	60%	N/A
	10% (5%@)	Week 10-13
	40% (20%@)	20 Apr & 4 May
	10%	Week 8 -10
Learning portfolio	30%	Week 14
In-class activities	10%	N/A

Course Schedule

Week	Topic
1	<p>Friday, Feb 2 - Lecture #1: Introduction of UTOP, Mingling & Understanding perspectives on teaching</p> <p>Focus: Introduction of UTOP; course structure, and assessment tasks etc. Building a sense of community; sharing of students' teaching experience/perspective on teaching</p>
2	<p>Monday, Feb 5 - Lecture #2: Faculty, guest speaker and high school teacher sharing</p> <p>Focus: Faculty, guest speaker and schoolteachers are invited to share their teaching experience/perspective on teaching.</p> <p>Take-home assignment: "Teach me one thing". Teach Me One Thing" is a chance for students to experience teaching, sharing their passion and knowledge with the class, and preparing them to form teaching team -- whether it's a hobby (like making a perfect cup of coffee), a concept, a language or a subject you're passionate about, you can videotape your teaching for 10 minutes.</p>
2	<p>Friday, Feb 9 – Lecture #3: Debrief of "Teach Me One Thing" + Faculty sharing</p> <p>Focus: Debrief of "Teach Me One Thing" activity and sharing of guest instructors' teaching experience.</p>
2	<p>Monday, Feb 12 – Holiday</p>
3	<p>Friday, Feb 16 - Lecture #3: How Learning Works (Part 1)</p> <p>Focus: Any effective teaching must begin with consideration of how students learn. This lecture intends to introduce the science of learning and research-based learning theories.</p>
4	<p>Monday, Feb 19 – Lecture #4: How Learning Works (Part 2)</p> <p>Focus: Any effective teaching must begin with consideration of how students learn. This lecture intends to introduce the science of learning and research-based learning theories.</p>

4	<p>Friday, Feb 23- Lecture #5: Introduction of pedagogy; Team formation</p> <p>Focus: This session will begin by students sharing the learning principles applicable in their teaching context. Different pedagogies will be introduced and discussed. By the end of the lecture, students may spend some time to pair up as a team to prepare for their teaching.</p>
5	<p>Monday, Feb 26 – Lecture #6: Finalizing teaching topic</p>
5	<p>Friday, Mar 1 - Lecture #7: Lesson Plan 1: Design and Organize</p> <p>Focus: As novice teachers, lesson plan is helpful for students to plan ahead what and how to teach so that the content is effectively delivered.</p>
6	<p>Monday, Mar 4 – Lecture #8: Effective Teaching, Questioning and Explanation Skills</p> <p>Focus: There are many ways of teaching, but some are more effective than others. Effective teaching utilizes instructional strategies that are most appropriate for the content and the student and is carried out in a proficient manner that allows for deep learning.</p>
6	<p>Friday, Mar 8 - Lecture #9: Assessment and feedback</p> <p>Focus: Assessment is a central feature of teaching, and frames how students learn and what students achieve. This lecture will explore the design of assessment tasks and ways to provide constructive feedback to students.</p>
7	<p>Monday, Mar 11 – Lecture #10: Lesson Plan 2: Incorporating Active Teaching and Effective Assessment Strategies in Your Lesson Plan</p> <p>Focus: Discover how to incorporate active teaching and assessment strategies to keep your students engaged and ensure they are learning.</p> <p>Shadowing week (11 – 15 Mar)</p> <p>Focus: During the shadowing week, students will have the opportunity to observe faculty members teaching in real-time and gain valuable insights into their teaching techniques.</p>
7	<p>Friday, Mar 15 – Lecture# 11: Shadowing week (11 – 15 Mar)</p> <p>Focus: During the shadowing week, students will have the opportunity to observe faculty members teaching in real-time and gain valuable insights into their teaching techniques.</p>
8	<p>Monday, Mar 18 - Lecture #12: Faculty consultation week</p>

	<p>Focus: Students (as a team) will meet with faculty to discuss the content and topics they intended to teach. The topics must be accurate and appropriate to learners' level.</p>
8	<p>Friday, Mar 22 – Lecture #13: Faculty consultation week</p> <p>Focus: Students (as a team) will meet with faculty to discuss the content and topics they intended to teach. The topics must be accurate and appropriate to learners' level.</p>
9	<p>Monday, Mar 25 – Lecture #14 Teaching skills consultation week (from 25-27 Mar, 8 -11 April)</p> <p>Focus: After finalizing the content students want to teach, they will meet with the course instructor to discuss (or revise) how they plan to deliver the content to their learners.</p>
	<p>Friday, Mar 29 – Holiday Monday, 1 Apr – Holiday Friday, 5 Apr – Study break</p>
10	<p>Monday, Apr 8 – Lecture #15 Teaching skills consultation week (from 25-27 Mar, 8 -11 April)</p> <p>Focus: After finalizing the content students want to teach, they will meet with the course instructor to discuss (or revise) how they plan to deliver the content to their learners.</p>
10	<p>Friday, Apr 12 – Lecture #16 Rehearsal for actual teaching 1</p> <p>Focus: Students will present their topics in front of the class. Peer feedback and evaluation will be given.</p>
11	<p>Monday, April 15 – Lecture #18 Rehearsal for actual teaching 1</p> <p>Focus: Students will present their topics in front of the class. Peer feedback and evaluation will be given.</p>
11	<p>Friday, April 19 Preparation of Actual Teaching 1</p> <p>Focus: This is an open consultation (optional) for students to schedule appointment with faculty/course instructor to discuss their teaching plans.</p>
Actual Teaching 1: 20 Apr (Sat)	
12	<p>Monday, April 22 Debrief of Actual Teaching 1</p>
12	<p>Friday, April 26 – Lecture #19 Rehearsal for actual teaching 2</p> <p>Focus: Students will present their topics in front of the class. Peer feedback and evaluation will be given.</p>

13	<p>Monday, April 29 – Lecture #20 Rehearsal for actual teaching 2</p> <p>Focus: Students will present their topics in front of the class. Peer feedback and evaluation will be given.</p>
13	<p>Friday, May 3 – Lecture #21 Preparation of Actual Teaching 2</p> <p>Focus: This is an open consultation (optional) for students to schedule appointment with faculty/course instructor to discuss their teaching plans.</p>
<p>Actual Teaching 2: 4 May (Sat)</p>	
14	<p>Monday, May 6 – Lecture #22 Reflection, Debrief on teaching experience</p> <p>Focus: Student will come together as a group to discuss, evaluate and reflect on their actual teaching experience.</p>
14	<p>Friday, May 10 – Lecture #23 Teaching Conference</p> <p>Focus: A mini teaching conference will be organized where students will share their experience to a panel of faculty judge.</p>