

TIME STRUCTURE FOR TEACHING AND SUPERVISION

Teaching Segment

- 10 min teaching presentation based on TA theory of the participants' own or other authors' material which would be suitable for a beginning (more than 101 - level) or advanced TA training group – if needed for translation max. 15 min
- + 10 min questions (content related) - if needed for translation max. 15 min
- The 10 min questions can be included = 20 min. - if needed for translation max. 30 min
- 4 copies of the didactic outline – for the participants plus staff member
- 4 copies of the handout

The structure:

- distribute the didactic outline to the audience and the staff member
- 5 min – Question about your teaching style/didactic outline from staff
- 10 min – teaching – if needed for translation max. 15 min
- 10 min – questions (audience) – if needed for translation max. 15 min
- 5 min – feedback from the peers
- 5 min – questions/feedback from the staff

Be prepared to reflect on your teaching style

Supervision segment

Each participant must prepare a supervision question and must be prepared to supervise a fellow participant.

Whenever possible fields of application will be accounted for (This means it will not be always possible).

The structure:

- 5 min – Question about the supervisor's style from the staff
- 20 min – supervision – if needed for translation max. 30 min
- 10 min – feedback participants/feedback and questions from the staff – if needed for translation max. 15 min

Participants need to be prepared to reflect on their supervision style

For translation max. 50% time more in each section (if needed)