



August Offerings for Faculty Preparing to Teach Remotely

- ❑ [Individual Consultations](#)
- ❑ [Daily Office Hours](#)
- ❑ [Workshop: Teaching with Presence ... even through Zoom!](#) (8/26 & 8/27)
- ❑ [Practice Teaching Sessions](#) (8/13–8/28)
- ❑ *[primarily for STEM faculty]* [Course Assistant Training](#) (8/25–8/26)

Individual Consultations

Questions about how to build rapport with your students? how to foster community in an online course? how to combine or choreograph asynchronous and synchronous activities? how to translate your assignments for remote learning? The Bok Center's senior staff are available for 30-minute appointments every weekday to walk through all of your online teaching questions.

[Sign up for a one-on-one consultation](#)

Daily Office Hours

The Bok Center has partnered with Academic Technology for the FAS and the Harvard Library to offer daily office hours for faculty teaching in the FAS, every Monday–Friday 10:30–11:30am. Drop in at any time with your questions about technologies like Canvas, Zoom, or Slack, or to request help with any other aspect of preparing your courses for the fall semester.

[Join via Zoom](#)

Workshop: Teaching with Presence ... even through Zoom! (8/26 & 8/27)



Join the Bok Center and Erika Bailey (Head of Voice and Speech, American Repertory Theater; Lecturer on Theater, Dance & Media) for a faculty workshop on cultivating a charismatic presence in Zoom! We spend most of our time preparing for class by focusing on what we need to cover— what we need to SAY. But are we actually reaching our students? Our physical as well as our vocal presence play an integral role in our ability to engage students. In this session, we will build vocabulary for effective and engaging speaking, and practice teaching as a physical act. Using exercises from the theatre, we'll explore how to better use your voice, your physical expression, and your relationship to the spaces in which you teach.

Offered twice, [Wednesday 26 August](#) at 1:00pm and [Thursday 27 August](#) at 1:00pm

Practice Teaching Sessions (8/13–8/28)

Looking for some additional Zoom practice? Want to test run breakout rooms, polling, screensharing, or any other aspect of online teaching? Sign up to join a handful of faculty colleagues and a senior staff member of the Bok Center to practice running a 5–10-minute lesson in Zoom.

[Sign up now](#)

Course Assistant Training

The Bok Center is pleased to offer a new set of resources for undergraduate Course Assistants (CAs) tailored to their specific needs and designed to prepare them for remote teaching in Fall 2020. Modeled after workshops that we typically provide to faculty and graduate students to help them with their teaching, our new CA training includes both an asynchronous Canvas site and a pair of synchronous pre-semester workshops to be held on 8/25 and 8/26. If you employ CAs as part of your teaching team, please share this announcement with them!

[Learn more and register](#)