SYLLABUS

Instructor: Prof. Scott Bunch Mechanical Engineering
EMA 202B 617-353-7706
730 Commonwealth Ave. bunch@bu.edu

Office Hours: By appointment

Meeting Times: Lectures: Friday 12:20pm-2:05pm
All lectures meet in room MCS B33

Purpose:
This course is designed to prepare and assist you during your role as a Graduate Teaching Fellow (GTF) and make you into an effective teacher and communicator. As PhD students, you are not only generators of new knowledge through your research but also transmitters of established knowledge through your role as GTFs. This course will focus on improving the latter by teaching you established methods on effective techniques to transmit knowledge in the classroom.

"If I have seen further, it is by standing on the shoulders of giants." – Isaac Newton

Expectations:
- I expect you to attend all classes and be on time. If you are going to miss a class, email me in advance. You do not need to give me a reason.
- I expect you to participate in class.
- I expect you will complete all individual assignments.

Grading:
The course grade is Pass/Fail. There are no quizzes or exams in this class. Your grade is based on a combination of attendance, class participation, individual written and oral assignments, and input from both your course faculty supervisor and peer mentor/mentee. To pass the class you must complete all assignments on time and cannot miss more than one class.

Textbook: Recommended Textbook: David, Barbara G. "*Tools for Teaching*", 2nd edition, John Wiley and Sons, 2009.

Ethical Responsibilities:
Cheating or plagiarism on any assignments is an infringement on engineering ethics and will be dealt with accordingly. Plagiarism is a serious academic offense and should not be taken lightly. Understanding your ethical responsibilities is an integral part of becoming a professional engineer. Please recall that when you enrolled at Boston University, you agreed to an Academic Honesty Pledge. A copy of this pledge can be found in your student handbook. It details your responsibilities as well as the results of code violations.

Incompletes:
Incompletes will be permitted only for extenuating circumstances, and must be arranged before the end of the semester.

Course Schedule:

Class	Topic	Assignment Due
Lecture 1: 1/21/2022	Rules, Roles, and Responsibilities of a GTF	None
Lecture 2: 1/28/2022	Getting Under Way, Syllabus, Discussion	Bring a typed response to items 1, 2, 6, and 8 of "Top Ten To-Dos"
Lecture 3: 2/4/2022	Discussions (cont.)	Edit your syllabus
Lecture 4: 2/11/2022	Clickers	Clicker Presentation Due
Lecture 5: 2/18/2022	Clickers (cont.)/ Lectures	Clicker Presentation Due
Lecture 6: 2/25/2022	Giving a Scientific Talk	Scientific Talk Due
Lecture 7: 3/4/2022	Giving a Scientific Talk (cont.)	Scientific Talk Due
Lecture 8: 3/18/2022	Present a concept in 15 minutes	Presentations Due
Lecture 9: 3/25/2022	Present a concept in 15 minutes (cont.)	Presentations Due
Lecture 10: 4/1/2022	Scientific Ethics	Course Assessment

Students with Disabilities

If you qualify for accommodations because of a disability, please submit to me a letter from Disability Services in a timely manner so that your needs can be addressed.

Religious Observation

I respect individuals' rights to follow their own religious expression. Please let me know if a religious observation conflicts with a due date.