

## Resources for TA Orientation

- Information about FERPA and Sexual Harassment Prevention Training  
<https://clas.uiowa.edu/faculty/teaching-policies-resources-student-records>  
<https://clas.uiowa.edu/human-resources/sexual-harassment-prevention-training>
- Required content of the course syllabus  
<https://clas.uiowa.edu/faculty/teaching-policies-resources-required-syllabus>
- Creating a coherent lesson plan for each class period  
<https://teach.its.uiowa.edu/handbook-teaching-excellence-6th-edition/planning-ahead-and-first-day-class/session-plans---mini>
- Instructor guidelines for meeting classes, holding office hours, and covering absences (including departmental policies for securing substitutes)  
<https://clas.uiowa.edu/faculty/teaching-policies-resources-time-committed-instruction>
- Meeting deadlines for class lists, student attendance, and submission of grades  
<https://clas.uiowa.edu/faculty/teaching-policies-resources-class-lists-submitting-grades-and-student-attendance>
- Policies regarding student absences, student workload, student accommodations, final examinations, and textbooks and teaching materials  
<https://clas.uiowa.edu/faculty/teaching-policies-resources-student-absences>  
<https://clas.uiowa.edu/faculty/teaching-policies-resources-student-workload-guidelines>  
<https://clas.uiowa.edu/faculty/teaching-policies-resources-accommodating-students-disabilities>  
<https://clas.uiowa.edu/faculty/teaching-policies-resources-examination-policies>  
<https://clas.uiowa.edu/faculty/teaching-policies-resources-textbooks-and-materials>
- Cultivating a welcoming and professional classroom atmosphere  
<https://clas.uiowa.edu/sites/default/files/1744-2-Student-Assistance-Folder-Printable-pdf.pdf>  
<https://teach.its.uiowa.edu/handbook-teaching-excellence-6th-edition/behavioral-expectations>
- The timely and effective grading of student work  
<https://clas.uiowa.edu/faculty/teaching-policies-resources-grading-system-and-distribution>
- Handling academic misconduct  
<https://clas.uiowa.edu/faculty/teaching-policies-resources-academic-fraud>
- Required ACE course evaluations  
<https://clas.uiowa.edu/faculty/teaching-policies-resources-student-evaluation-teaching>
- Resources and Support available through the Center for Teaching  
<https://teach.its.uiowa.edu/audience/graduate-students-post-docs>