



PIE Certificate Requirements

The annual PIE Teaching Conference provides TAs with the framework to begin their teaching assignments at FSU. The PIE Certificate is a professional development activity that demonstrates knowledge attained at the conference about FSU's policies on test reporting and security, professional conduct, academic integrity, classroom procedures and strategies that engage students in the learning process.

Requirements: to receive the PIE Certificate you must attend sessions on both days, 12 total sessions.

Then prepare and submit a **report** (one file) that contains the following:

- 1) A cover page with the following information:
 - Your name as you would like it to appear on your certificate
 - The proper name of **your department**
 - Approximate # of students you will teach this semester (Fall 2009)
- 2) A reflective 1 page statement that answers the following question for August 19th, Day 1 sessions:
 - According to university policy on test reporting and security, student privacy, professional conduct, and academic integrity what insights did you gain as you start your assignment as a TA?
- 3) A reflection statement for **each** session on Day 2 = total of 6.
Give session title/time and write a reflective statement (a paragraph or two single spaced) and answer the following question:
 - What is one teaching strategy you learned in each session that you didn't know before that will be useful when teaching your class?
- 4) A teaching philosophy statement – (no more than one page single spaced), that describes:
 - Considering your responsibilities as instructor describe the learning process, how you conduct your class, mentor and grade students and develop instructional materials for a successful teaching/learning experience.

Writing a Teaching Philosophy

As an instructor and a student you already have an idea of your philosophy of teaching. A teaching philosophy functions as a guide for how you teach. If this is your first draft, a paragraph or two that highlights your values in the teaching/learning experience will be a nice start. You can go longer and edit later!

Other Guidelines:

- 1) Use common language and concepts that can be easily understood by a layman. Avoid technical terms, jargon, or references only someone in your discipline would know – people who read this are not always in your area.
- 2) Narrative, first-person approaches are generally appropriate.

Submit Report

To submit your report: self enroll in the ***2009-10 Program for Instructional Excellence*** Blackboard organization website. Then click on PIE Certificate assignment to submit your **report (one file)** which includes all of the following: (1) cover page (2) A reflective 1 page statement that answers the following question for Day 1 sessions (3) A reflection statement for Day 2 sessions = total of 6 (4) A teaching philosophy statement.

Your **report** is due by **Friday September 18, 2009 by 5:00 pm** [Late submissions will not be read].

Questions contact:

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