2014 Orientation Schedule for New Graduate Students

This orientation program is mandatory for all incoming graduate teaching assistants, domestic or international; there are a few additional sessions that are mandatory for international students only.

**Tuesday 7/29**

8:30 am – 12:00 pm  
Check-in Session at the Center for International Education; Mandatory for International Students.

**Friday 8/1**

9:00 am–12:30 pm  
Bu 552: Complete new hire and appointment paperwork (rolling basis, 20min; this will go much faster if you have all your paperwork filled out when you come)

2:00–4:30 pm  
Enterance exams for summer II TAs Alexandra Novak, Sara Isbill, Caleb Gibson, Leondra Lawson, Dayton Street: Pchem; Paul Mott, Joseph DeJesus: Organic

**Saturday 8/2**

10:00 am  
Bu 415: Analytical Chemistry Entrance Exam (proctor: Dr. Vogt)

12:00 pm  
Bu 513: Pizza, Sodas

1:00 pm  
Bu 415: Inorganic Chemistry Entrance Exam (proctor: Dr. Barnes)

2:30–3:30 pm  
Bu 511: Entrance Survey and Portrait Pictures (Rachel Rui)

**Monday 8/4**

9:00 am  
Bu 415: Physical Chemistry Entrance Exam (proctor: Dr. Vogt)

2:00 pm  
Bu 415: Organic Chemistry Entrance Exam (proctor: Dr. Best)

**Tuesday 8/5**

2:00–4:00 pm  
Bu 415: General Chemistry Review

**Wednesday 8/6**

12:00 pm  
Bu 511: “From Undergraduate to Graduate Student”; Dr. Vogt

During this session, students will receive the results of the entrance exams.

1:30–5:30 pm  
Bu 511: Individual Course Advising for Fall 14/Spring 15.

**Thursday 8/7**

11:00 am–1:00 pm  
Bu 656: Register for Classes in Computer lab, get help from current grad students.

Fill out “Grades First form” to swipe in to tutorial centers.

All GTAs and GRAs: Give a copy of your course schedule to Linda Sherman in Bu 514.

**Friday 8/8**

1:00–4:00 pm  
AMB, Room 7: OPIC Speak Test; International Students only!

**Monday 8/11**

8:30–11:30 am  
Bu 511: Welcome and Introduction to GTA responsibilities in chemistry.

11:30 am–1:00 pm  
Reception (Bu 511)
1:00–5:00 pm  Bu 511: Discussion Period Manual; Workshop run by experienced TAs

**Tuesday 8/12**

8:00 am–1:00 pm  UC Auditorium: **New Graduate Student Orientation**

1:30 –5:00 pm  Bu 511: Chemistry Orientation; TA Mentors, Grading exercises; case studies

5:30 pm  ACGS Cookout (Tyson Park)

**Wednesday 8/13**

8:30–12:00 pm  How to teach a workshop; group work with individual presentations. (Bu 334, 472, 415, 475, 476)

12:00–1:00 pm  Lunch

1:00–5:00 pm  Bu 511: Workshop part 2

**Thursday 8/14**

8:00 am–12:00 pm  UC Auditorium: New Graduate Teaching Assistant Orientation

12:30–6:00 pm  I-House: International Orientation, mandatory for all international students

**Friday 8/15**

8:30 am–11:30 am  English Placement Exam (Haslam Business Building, rooms 102, 103, 104; Mandatory for International Students)

1:00–5:00 pm  Bu 511: The General Chemistry Laboratory Program (Dr. Hazari)

**Monday 8/18**

8:00–9:00 am  I-House: Results of English Placement Exam

9:30 am–12:00 pm  Bu 511: The General Chemistry Laboratory Program Wrap-up session

1:00–2:00 pm  I-House: International Tax Information Session

2:30–3:15 pm  Bu 511: Ethics in Teaching and Research. (Dr. Kovac)

3:15–5:00 pm  Bu 511: Summary session, and assessment

**Tuesday 8/19**

9:00–10:00 am  Bu 415: General Chemistry Staff Meeting

10:00–10:45 am  Bu 415: Meeting with the Professors you will be teaching for

11:00 am  Bu 511: OWL presentation, all new GTAs.

1:30 pm  Bu 415: Safety lecture (Prof. Bartmess)

3:00 pm  Bu 511: Mastering Chemistry Training for all new GTAs

**Wednesday 8/20**

Classes begin

**Thursday 8/21**

3:30–5:00 pm  Mandatory Fire Training – location: TBA

**Thursday 8/28**

3:30–5:00 pm  Bu 511: Student Research Advisor Meeting with Department Head, Dr. Feigerle