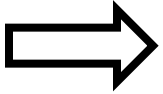


One of the really important things you will do this semester in 301 is observe your own teaching through watching a video tape of your section. Below are the 6 steps that this multi-week assignment will have. All emails to Colleen should be sent to:

ColleenL@berkeley.edu



**Part 1 – Before you tape**

**You need to have scheduled a time to video tape and reserved a camera by Friday October 3<sup>rd</sup>.**

- Get a video tape from Colleen
- Schedule a time with another TA to video tape your section.
- Reserve a camera (<https://av.berkeley.edu/>)
- Let your students know in advance that you will be video taping that day's class.
- Pick (and write down) three things you want to focus on in improving about your teaching

**Part 2 – Tape your section**

- You may tape your discussion section, a lab lecture or 50 minutes of your lab section.

**Part 3 – Drop off your tape for Colleen to digitize**

- Label your tape with your name, date recorded and the course you are TAing.
- Drop off your video tape in Colleen's mail box on the third floor of Soda near the front desk.
- Email Colleen to let her know you have dropped off the video tape.

**Part 4 – Get your video from Colleen**

- Colleen will give you back a CD of your video.

**Part 5 – Review your video**

- Watch the entire section alone or with a friend and take notes on what you notice.
- Send Colleen notes and observations from the video about the three things that you want to focus on in improving your teaching.
- Pick 5 minutes of your video that you and Colleen will watch together and email Colleen the start time of the 5 minute segment and why you chose that selection.
- Email Colleen to set up a time to meet to talk about your video tape.

**Part 6 – Review your video with Colleen**

- Bring a copy of your video and your notes from watching the video when you meet with Colleen.
- You can meet with Colleen individually or as a pair.