

COURSE TIPS

Lectures

- Study multiple sources
- Compile outline
- Create powerpoints
- Incorporate images and audiovisuals
- Avoid pitfalls and temptations: Example

Syllabi

- Transient: Lecture and exam schedule
- Permanent: Pep talk, grading, guidelines, and miscellaneous boilerplate

Teaching Evaluations

- Why? Feedback. Merit and promotion
- When? After best lecture? Monday before lecture? Friday after turning in term papers?
- What? Halo effects, change over time, grading, size & type of class

Multiple-choice Tests

- Ideal items and ideal tests
- Length
- Test banks
- Calibration
- Book versus lecture
- Last-minute versus lecture-by-lecture compilation
- The last lecture before the exam

Miscellaneous Nuts and Bolts: A&Q