**Stata 101 – Notes for TAs**

**For all TAs:**

Before beginning the training, you should have thoroughly read over each module. Don’t just skim and assume you understand the material, attempt to take a critical eye to it and anticipate questions that may come up and think through gaps in your knowledge of particular concepts.

Throughout the training, ensure that you make clear to trainees that they should feel free to ask any question. This also means going through the material at an appropriate pace, pausing and soliciting questions at reasonable intervals, and responding to inquiries in a respectful manner.

**For ‘lead’ TA:**

Remind participants that Stata 101 is meant for people with little or no Stata experience.

You should be going through the training **aloud** in front of the participants. Try your best to speak in your own words, rather than simply read off the screen. This will be much easier to do if you have familiarized yourself with the training beforehand! You should also be executing all commands by typing (not copy-pasting) them into the command window.

Here is a rough estimate of how long each module will take to cover:

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| --- | --- |
| What Stata Looks Like | 10-15 min |
| Looking at the Data | 25-30 min |
| Imposing Conditions | 35-40 min |
| Saving and Sorting | 10-15 min |
| Manipulating Data | 35-40 min |
| Exercises | 30-40 min |
| Do-Files | 15-20 min |
| Reproducibility | 20-25 min |

For a four hour training, here is a possible division of modules:

Hour 1: What Stata Looks Like + Looking at the Data + (start of) Conditions

Hour 2: (end of) Conditions + Saving and Sorting + (start of) Manipulating Data

Hour 3: (end of) Manipulating + Exercises

Hour 4: Do-Files + Reproducibility

**For ‘circulating’ TA:**

You should be walking around the room, observing trainees as they go through the training, troubleshooting and answering questions as needed. At the end of each session, you should relay to the lead TA any feedback on their pace, tone, and explanation of concepts. Be on the lookout for concepts that trainees might be particularly struggling with and communicate this with the lead TA. Moreover, if possible, keep track of how long each module is taking and record this for future use.

**Note on exercises:** It is unlikely you will have time to go through more than just a couple of exercises. 1 or 2 should be sufficient for the live training, but you can suggest to trainees to attempt the others on their own. You can have trainees work in small groups for the exercises, but try to ensure that each member of the group actually executes their own code. Spend some time reviewing the answers to each question before moving on to the next.