How do YOU normally prep for a section/lab?

- **Shannon:** My sections are usually dedicated to reviewing concepts or papers that students are asked to read (sometimes I present supplemental info), so I start making my slides a week early in case there's content that I'm less sure of, then I review the slides I've made
- Review material, think about the best/simplest way to present for understanding
- I prepare slides, review the lecture materials, and practice the lab myself before presenting it (3-4 days before)
- I make notes or highlight important points.
- Have slides/activity ready as well my speaker notes
- Rehearsal
- I go over the material for that section of the day. 1 hour before.
- Review
- It depends on how close the lecture is to my usual area of expertise. I usually make the slide text, then add visuals, and finally, I read up on any information I don't know about. I do it a few days before so I have enough time to prefer but not forget anything in the meantime.
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- I prepare one week in advance. I prepare slides and writing activities. If the week is full of critical readings, I prepare activities related to 1 or 2 readings.

What kinds of things do you do to try to engage your audience while presenting?

- **Room 1:**
    - **Make jokes.**
    - **Make the presentation interactive with questions/activities.**
    - **Check in with students to see if they have questions.**
    - **Try to make fun and helpful activities.**
    - **Start with a question, have the students discuss in smaller groups, and then ask another question**
    - **Try to write down what everyone said**
    - **Give real life examples (if applicable to area)**
    - **trial by fire- I make them (ask and) answer questions**
    - **I try to find and address the issue in the content that they're struggling with**
- **Room 2:**
    - **Asking questions,**
    - **trying to engage in conversations with students, also**
    - **trying to relate some real life examples for the learning materials.**

Group 3 Names: Alexander, Kanishka, Neima, Vivian

3 Things you want to implement in your own classes

- Calling out students with their names
- Smile more
- Reduce text in slides
- Working on volume and varying tone

2 strategies that we didn't cover in this workshop
- Using software for questions
- Flipped classrooms, worksheets, activities

1 question (or more!) that you still have about presenting effectively
- What to do when some students are engaged but others are not (say for example with varying understanding levels- those students who understand earlier tend to get distracted or bored)

Group 2 Names: Hanna, Toma, Bansari, Saransh

3 Things you want to implement in your own classes
- Address students concern and questions
- Use students' names more often
- Smile and use open gestures

2 strategies that we didn't cover in this workshop
- Showing a related audio or video clip to the class. Say there will be questions at the end.
- Present media followed by questions to see if they are engaged

1 question (or more!) that you still have about presenting effectively
- If you could tell students are disengaging, how quickly should you switch topics? Or how long should you wait for an answer, when they are taking a while?

Group 1 Names: Nancy, Nina, Tian, Nanxu, Bailey ,Nan

3 Things you want to implement in your own classes
- Taking notes after class. I want to make this a habitual practice so I can review it every two weeks or once a month and identify any additional items I'd like to add or explore.
- Ask open ended questions to encourage more student join.

2 strategies that we didn't cover in this workshop
- in corporation storytelling to make presentation more memorable
- Using polls or quizzes to check understanding
- I'm interested in learning more about formative assessment so that students are engaged, and I can identify where they might have more questions or how they are receiving the content.
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1 question (or more!) that you still have about presenting effectively
- How do we make sure students remember the content most? E.g., balancing questions/quizzes with information
- How to prepare effectively when considering body language and volume?
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