

Description of Duties and Allocation of Hours

Department: Computer & Mathematical Sciences
 Course Number and Title: CSCA67H3 F/Discrete Mathematics for Computer Scientists
 Supervising Professor: Anna Bretscher / Richard Pancer

Duties		Hours Per Task	
		Initial	Revised
Training: mandatory TATP		1	
Preparation: tutorial material		15	
Contact: conducting tutorials (1 hour per week x 10 weeks) e-mail with students / office hours		10 3	
Marking/Grading:	Estimated Enrollment per TA: 35		
Assignment 1	35 papers x 12 minutes per paper	7	
Assignment 2	35 papers x 12 minutes per paper	7	
Assignment 3	35 papers x 12 minutes per paper	7	
Assignment 4	35 papers x 12 minutes per paper	7	
Mid-term	35 tests x 7 minutes per test	4	
Final exam	35 tests x 7 minutes per test	4	
Other:	0 x _____ minutes per _____	0	
Other:	0 x _____ minutes per _____	0	
Other Duties:			

Total Hours: 65 0

Richard Pancer
 Prepared by (Supervisor)

R. Pancer
 Signature

26/08/2014

Date

David Fleet
 Approved by (Chair/DA)

Signature

Date

Yadi Xing
 Accepted by (Teaching Assistant)

Signature

Date

MID COURSE REVIEW CHANGES (if no changes, record date of meeting and note no changes)

Date of Meeting: _____

Prepared by Signature
(Supervisor)

Approved by Signature
(Chair/DA)

Teaching Assistant
Signature