

Home

Welcome to the Academy's Library of Teaching Resources!

Library Overview



This library provides resources to support effective teaching at the Academy of Art University.

It is divided into **three sections**: Resources For **ALL** Instructors, Resources For **ONSITE** Instructors, and Resources For **ONLINE** Instructors. You will find a wide range of materials here, including:

- guidelines, tutorials, checklists, cheat-sheets, sample files, and other supplemental teaching materials
- a **blog** about online teaching
- a schedule of **Upcoming Teacher Training Workshops** and links to recordings of past workshops

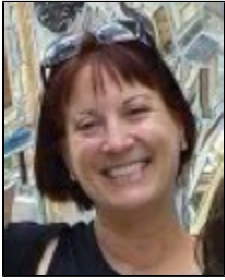
Index

Below is an **index** to help you find what you're looking for. You can also navigate using the **Space Shortcuts** and the **Page Tree** on the left. Or use the **Search tool** to explore further. ([Learn more about what's available here by watching our tutorial.](#))

TOPIC	for ALL Instructors	for ONLINE Instructors	for ONSITE Instructors
General	<ul style="list-style-type: none">• Faculty Evaluation & Coaching: (FacultyEvalCoach@academyart.edu; 415.618.3855)• Online Help Desk (for any issues related to the AAU online learning system): online@academyart.edu; 415-618-3547• Reporting your hours in Workday (part-time instructors only)• Employee Tuition Remission (AAU instructors can take a class for free each semester: this tells you how)• The AAU Classes app includes the campus shuttle schedule, along with course information, online classrooms and student grades. Download the app for iOS or Android today — and tell your students about it!	<ul style="list-style-type: none">• Resources For ONLINE Instructors• Teaching in a Virtual Office (learn how to use Adobe Connect to hold live meetings with your online students)• Computer Basics (for the computer novice)	<ul style="list-style-type: none">• Resources For ONSITE Instructors• Teaching Basics Videos• Weekly Teaching Tips for New Instructors• Fitness & Recreation facilities
Teaching Standards	Teaching Expectations & Standards	Standards for Online Instructors  UPDATED Spring 2019	Standards for Onsite Instructors
Getting Ready to Teach		<ul style="list-style-type: none">• Preparing for Online Teaching• Quick Start Guide for New Online Instructors  Spring 2019 — Start-of-Semester Checklist for Online Classes	<ul style="list-style-type: none">• Preparing to Teach Onsite• Online Tools for Onsite Classes• Your First Day of Class• Professionalism & Classroom Management• Lesson Planning

Presenting Content	Using 'Sticky' Ideas to Create Memorable Lectures & Discussions	Building an Online Class	<ul style="list-style-type: none"> • Delivering Class Content • Engaging Lectures • Effective Demonstrations • Assigning Homework
Engaging Students	<ul style="list-style-type: none"> • (Re)Engaging Students During Slump Times • Keeping Students Motivated • Helping Students Conquer Procrastination 	Engaging Your Absent / Silent / Invisible Online Students	Encouraging Student Engagement
Feedback & Critique	Feedback & Critiques	Online Critique & Feedback	Critiques that Keep Students Engaged
Grading	<ul style="list-style-type: none"> • Grading at the Academy • The Gradebook 	Grading Online	Grading Student Work
Best Practices	<ul style="list-style-type: none"> • Pedagogy & Best Practices • What Do the Best College Teachers Do? • Teaching Style • Are Good Art Students Born or Made? • Teaching How to Learn • Teaching the Creative Process • Teacher Training Workshops 	Online Teaching Tips & Best Practices	
Teaching Challenges	<ul style="list-style-type: none"> • Deterring and Discussing Plagiarism • Plagiarism Is Not Always What We Think • A Creative Approach to Plagiarism • Handling Plagiarism and Cheating 	<ul style="list-style-type: none"> • Online Teaching Challenges • Responding to Challenging Students Online • Engaging Your Absent / Silent / Invisible Online Students 	Classroom Teaching Challenges
Support for Students	The AAU Classes app includes the campus shuttle schedule, along with course information, online classrooms and student grades. Download for iOS or Android .	<ul style="list-style-type: none"> • Online Help Desk (refer your students for support on any issues related to the AAU online learning system): online@academyart.edu; 415-618-3547 • How-To Library: a collection of tutorials and guides to help online students with basic tasks, including photography, submitting artwork, and navigating the AAU online learning system • Online Student Academic Support (OSAS) • Academy Resource Center: Support for Online Students • English Language Support • Online Writing Lab • Speaking Lab 	<ul style="list-style-type: none"> • Onsite ARC Workshops (click to download guidelines) • Academy Resource Center • English Language Support • On-Campus Writing Lab • Speaking Lab

About the Editor



Jenny Michael

Associate Director, Faculty Evaluation & Coaching

I've been training and supporting online teachers at the Academy since 2004. In 2018, I began working with onsite instructors, as well. My focus is on ensuring the success of our teachers. I've developed numerous resources for online instructors, including trainings on Course Development and Teaching Online, workshops (online and in-person), along with this library of teaching materials. I also created and managed the online mentoring program — and I have taught online myself.

I earned a Ph.D. in Folklore & Folklife from the University of Pennsylvania. My particular areas of interest are in traditional art and other aspects of material culture, including foodways, dress and adornment. I also hold a Master's degree from U.C. Berkeley and a B.A. from Stanford University. I have taught numerous courses in folklore, anthropology, American studies, and writing at various institutions, including the University of Pennsylvania, University of Delaware, Drexel University, Indiana University, University of San Francisco, and U.C. Berkeley.

Want to get in touch with me? Here's how:

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