BE ADAPTABLE
The transition from student to TA or GTA can be rough. It can be difficult to discover how to interact with students when they are also your peers.

It’s important to always keep a level head and allow yourself to feel comfortable teaching, without putting on airs. Be genuine. Students will be able to tell if you are putting on masks.

KNOW YOUR STYLE
When dealing with the responsibility and authority that comes with the job of TA or GTA, it can be difficult at times to know how strict to be with the students.

Set high standards for students, but not impossible ones. Demand that they perform, but be reasonable in your expectations.

USE RESOURCES
If ever in doubt about the course material, always be willing to contact the professor for clarification so that you can be sure to teach the correct information to students.

The UCCS Center for Excellence in Communication is also available for use, if you need help with any presentations or lectures.

CONTACT US
For additional information, check out the Communication Center website: www.uccs.edu/commcenter

To speak with a trained CEC Peer Mentor or Graduate Associate, contact us at (719)255-4770 to schedule an appointment.
BE PROFESSIONAL

Communicating to a classroom full of peer-aged students can be a daunting task. It is important to always assume a role of professionalism.

Remember: when you are a TA or a GTA, you not only represent yourself, but also the course professor, the academic department, the college, and UCCS as a whole.

Therefore, always be sure to wear professional attire and look pristine. Also be sure to use appropriate language with the students. Use of any profanity could hurt your credibility.

BE PREPARED

As a TA or GTA it is your responsibility to know the course material for the lecture or lab before you officially give it to students.

Having good organization is essential to running any learning environment effectively.

Try to create an outline and know what technology is available to you to assist as visual aids.

BE OPEN

Part of the qualifications for becoming a TA or GTA is that you are comfortable enough with the course material to where you can help teach it to others.

It’s important as a TA or GTA to remain open, available, and approachable to students who may need help. Therefore, try to maintain a conversational tone with students. It’s best to remain genuine, but always in a professional mode.

If a student asks for help, be prompt and willing to provide assistance.