The following list places all CTE events into the applicable workshop categories for both the Certificate of University Teaching and Advanced Certificate of University Teaching. **A workshop, book study, or departmental event may only fulfill one requirement on either certificate checklist.**

### Certificate of University Teaching

#### Mastery of Basics of Teaching: Workshops
TA will attend one CTE or departmental session that fills each of the six general categories on the mastery of basics of teaching.

1. **Preparation & Clear Communication**
   - Planning a Writing-Intensive Course
   - Start Where You Are: Incorporating Active Learning Strategies into Your Existing Lectures
   - Designing Effective Writing Projects

2. **Assessment and Feedback on Learning**
   - Book Study: *Teaching What You Don’t Know*
   - Interpreting the New SES Reports (Webinar)
   - Assessing Student Learning Book Study

3. **Engagement of Students in Learning & Student-Faculty Interaction**
   - Book Study: *Teaching What You Don’t Know*
   - Designing Effective Adult Learning Experiences
   - Applying Biology of Learning
   - Start Where You Are: Incorporating Active Learning Strategies into Your Existing Lectures
   - The Face of the Veteran Student: Opportunities and Challenges
   - Technology for Collaborative Learning: Duquesne’s New FlexTech Classrooms

4. **Teaching Portfolio OR Teaching Philosophy**
   - CTE offers both of these workshops during the fall semester.

5. **Instructional Technology/Media**
   - Technology for Collaborative Learning: Duquesne’s New FlexTech Classrooms
   - [http://www.duq.edu/academics/resources-and-technology/educational-technology](http://www.duq.edu/academics/resources-and-technology/educational-technology)

6. **Academic Integrity/Classroom Management/Diversity/Ethics**
   - Book Study: *Teaching What You Don’t Know*
   - Designing Effective Adult Learning Experiences
   - Copyright Essentials @ Duquesne
   - The Face of the Veteran Student: Opportunities and Challenges
Mastery of Basics of Teaching: Workshops
TA will attend one book or article study (topic of choice) and one additional departmental or CTE session in one of the categories listed below.

(1) Book or Article Study
- Book Study: Teaching What You Don’t Know
- Book Study: Assessing Student Learning

(2) Additional Workshops

[a] Career Advancement
- Publish or Perish: Choosing and Approaching Academic Publishers
- Preparing a CV and Cover Letter
- Writing a Philosophy of Teaching
- Developing a Teaching Portfolio
- Copyright Essentials @ Duquesne
- Interpreting the New SES Reports (Webinar)

[b] Student and/or Faculty Civility
- Book Study: Teaching What You Don’t Know

[c] Time Balance
- Book Study: Teaching What You Don’t Know

[d] Diversity or Multiculturalism
- Face of the Veteran
- Adult Learning Experience

[e] Service Learning
- Fall Working Session-Form Objective to Evidence
- Community Uncorked Gatherings
- Community-Engaged Research Inquiry Group
  - See The Center for Community-Engaged Teaching and Research’s website for additional information: www.duq.edu/cetr

[f] The Writing Center
- Planning a Writing-Intensive Course
- Designing Effective Writing Projects
- See the Writing Center’s website for potential additional workshops: http://www.duq.edu/academics/resources-and-technology/writing-center