First Day Agenda Items:

- Do you belong here? Are you in the right section?

- Contact information and introduction:
  1. Name
  2. Who I am, where I’m coming from/going to
  3. Email, office location, office phone number
  4. What is Discussion?

- Motivating examples

- Pre-requisite (Pre-calculus) review

- Why? – List of problems, personal reasons for being here

- Outline of course, syllabus, Blackboard

- Tutoring Room – how it works; which tutors (schedule)

- Math Help

- Tutor list in office

- ERC

- Office hours

- Attendance?

- Have students say their names (and/or pass around sign-in sheet)

- Textbook/Codes for online HW

- Absences

- Talk to professor:
  1. Faculty Link
  2. Blackboard
  3. Can I email class?
  4. Gradebook
  5. Format
  6. Please don’t cancel the first discussion!
Lessons from Today:

- Set the tone and structure of the course/discussions early
- Take advantage of the first day to review pre-requisite material and get everyone on the same page
- Don’t be afraid to remind students of some of these administrative details periodically, like the tutoring room and course details via the syllabus
- Begin familiarizing yourself with students (i.e. names) and developing a rapport with them
- Begin to establish mutual trust so that they can feel comfortable asking questions and being open about not understanding things