

This message is intended for all the TAs & instructors (**new and returning**) who will be teaching one of the following courses:

**Math 0110** Intermediate Algebra,

**Math 1100** College Algebra for calculus bound students

**Math 1120** College Algebra for non-calculus bound students

## **MATH TA ORGANIZATION MEETINGS**

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**Thursday, August 16; Time: 8:00 - 9:00 a.m.; Location: GCB 114**

**For All TAs** teaching **Math 0110**, **Math 1100**, or **Math 1120**.

Introductions, welcome note, teaching assignments are confirmed.

Pick up of teaching materials, textbooks, handbooks, calculator bags, filling in personal information forms., etc.

Following this meeting, we will break into three groups as follows:

## **MATH TA ORGANIZATION MEETINGS**

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### **(COURSE SPECIFIC)**

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## **Math 0110 TAs Only**

**a) Thursday, August 16, 9:00 - 10:00 a.m. , GCB 219**

Course specific orientation meeting for Math 0110.

(Teaching schedule is finalized, the scheduling of the evening computer labs to initiate the students enrolled in specific sections of Math110 in the use of MML is finalized, your first week, etc...)

**b) Thursday, August 16, 10:00 - 11:30 a.m., Math Sci room 12**

MyMathLab initiation session for the Math 0110 TAs. Distribution of MML course IDs, etc.

## **Math 1100 TAs Only**

**a) Thursday, August 16, 1:00 - 2:00 p.m. , GCB 219**

Course specific orientation meeting for Math 1100.

(Teaching schedule is finalized, the scheduling of the evening computer labs to initiate the students enrolled in specific sections of Math1100 in the use of MML is finalized, your first week, etc...)

**b) Thursday, August 16, 2:00 - 3:30 p.m. , Math Sci room 12**

MyMathLab initiation session for the Math 1100 TAs. Distribution of MML course IDs, etc.

## **MATH 1120 TAs Only**

**Thursday, August 16, 4:00 - 5:30 p.m. , Math Sci 105**

Course specific orientation meeting for Math 1120.

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As soon as Dr. Dorina Mitrea sends you via e-mail your teaching assignments, please refer to this message regarding the time and location of all the meetings you must attend, in the event that you have been assigned to teach **Intermediate** or **College algebra**.

*Please keep in mind that missing the meetings on Thursday, August 16, can have serious consequences, as this is the time when we finalize the **times** when you will be teaching.*

I am looking forward to meeting you all on Thursday, August 16.

Sincerely,

Sandi Athanassiou  
Intermediate and College Algebra Coordinator  
Math Science room 100  
882-4549