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## HCC FACULTY MENTOR FIRST YEAR TRANSITION

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### HCC Mentor Mission:

*Encourage, Coach, Guide & Advise*



## Dominating the conversation...

Johana Melendez, Plant City Campus Mentor

Tired of the same students dominating the conversation?

Would you like to have all student participate during class discussions without spending too much time? Here are some things I do that you

may want to try.

**1. The Raffle.** During class, before I ask questions, I instruct students that the question I'm about to ask is only to be answered in their heads, not out loud. After I give them a few seconds or minutes to answer on their own, I tell them to share the response with the person next to them. Once I give them a few minutes to have a group discussion, I pick someone from the roster to answer the question for the entire class. Sometimes, I even raffle the opportunity to answer, or do like a bingo game, where students have a number assigned and if I pick their number, they are supposed to answer. The number is always the same, and it goes with the roster list. If they don't know the answer, I give them the opportunity to pick the next person that will answer the question. I love to see the students discussing their answers and helping each other understand the reasoning behind their answers when they get the chance to talk in small groups.

**2. The Raffle & Extra Credit.** To bump it up a notch, in terms of expectations, sometimes, I offer extra credit for the entire class if the person I select answers correctly. That motivates students that know the answer to help those that don't know the answer, because they never know who will be picked to answer the question. Only that person can answer it, and should be able to explain the answer correctly in order for the class to get extra credit points. This is surely a way to get students engaged and motivated to learn, while allowing opportunities for all to be part of class discussions.



[Facilitating Group Discussion](#)

[Plan Classroom Discussion](#)

[Using Discussion in the Classroom](#)





## Technology and the Classroom

Barbara Goldstein, Dale Mabry Campus Mentor

For some faculty, it's all about the newest gadget, the latest website, the technological craze of the hour; others vow that you will have to "pry the chalk from my cold, dead hands." So how much technology is too much? Technology truly has changed the way many of us teach. If you haven't explored the potential of Blackboard beyond keeping your gradebook on it or if you haven't learned how to make a Camtasia video of your lectures for posting, you might want to consider spreading your wings a bit to see what's out there to complement your traditional instructional methods. CITT makes it pretty easy. Trainers often come out to each campus to offer one-on-one instruction or offer training classes at their Ybor classrooms.

That said, nothing takes the place of a knowledgeable, engaging instructor. If the power goes down for the day, can you still conduct your class with just a chalkboard and a piece of chalk? The downside of all that wonderful technology is that it actually has to be *working* when you are ready to use it. How often have we started to bring up the really cool youtube video for our class to see, only to discover that we have no Internet capability today? You should not be so reliant on technology that you don't have a Plan B ready to go in case of technical calamity.

## Time Management

Janet Wilman, SouthShore Campus Mentor

We have all heard the expression, "Work smarter, not harder." When it comes to the courses I teach, I have found two things to help me apply this concept to my life.

**1. Set up all your classes in Blackboard**, especially the ones you teach on campus. Only allow students to contact you in Blackboard using the "messages" link in the class. This keeps your HCC email from filling up. It also saves you much time. When students send email, they ask questions that you cannot answer without spending 5-10 minutes doing research because you have to find out which class they are in because students forget to supply that information. If students use Blackboard to communicate, you do not have to waste time searching for them. You know in which class they are registered making it much easier to answer their question about assignments and grades. Everything is right there at your fingertips. I spend a lot less time returning emails.

**2. When reading email, have your planner open** so that you can write in appointment times, committee meeting times, and any other times you of which you need to be aware. Also, indicate campuses and room numbers of those meetings. This practice helps you reach destinations on time and keeps you from forgetting about them as well.



[7 Tips for Time Management](#)

[Do You Really Not Have the Time?](#)



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