

TEACHING QUALIFICATION (FURTHER EDUCATION)

PRE-SERVICE

SUMMER ACTIVITIES & PREPARATION

2017-2018

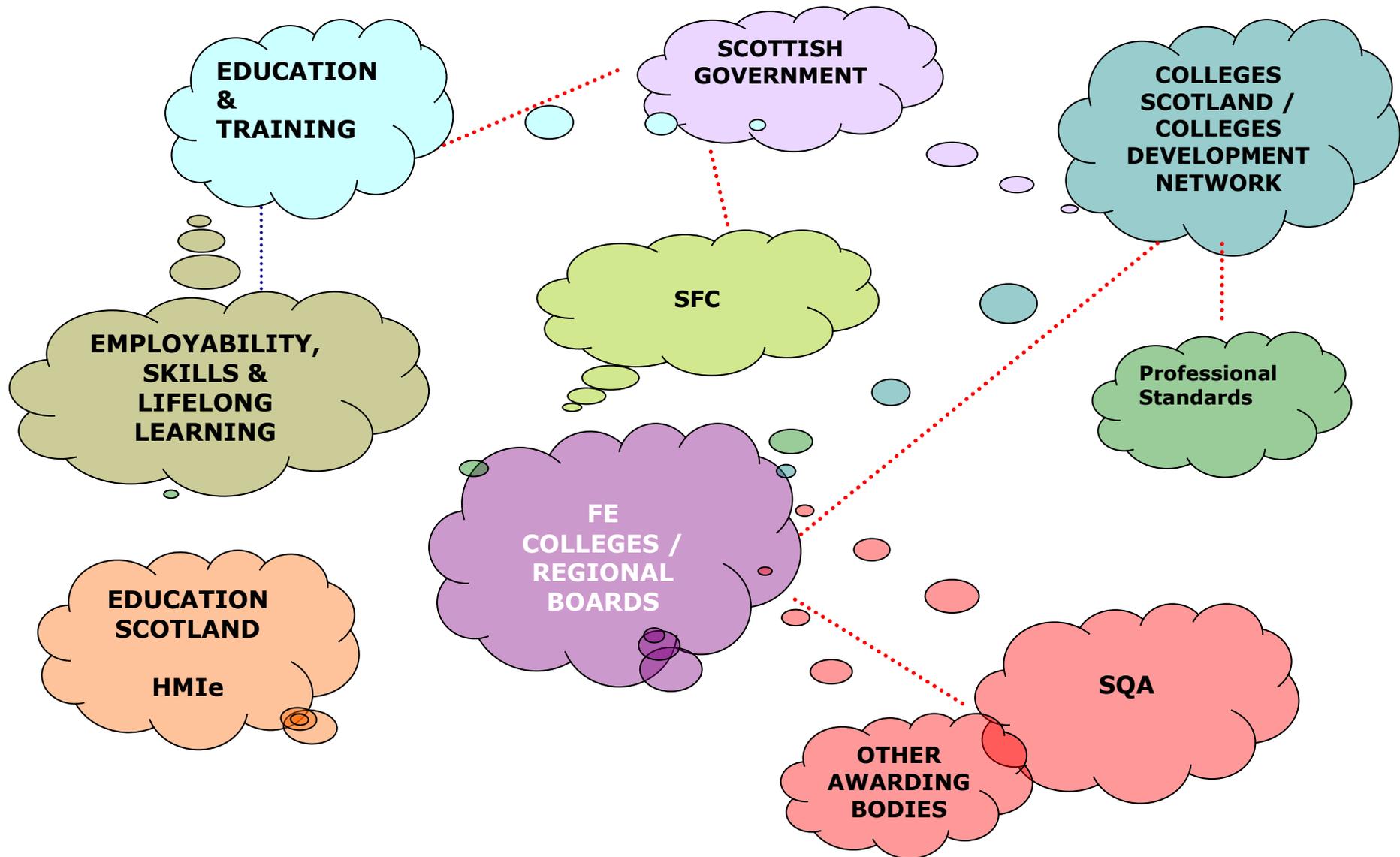
To start you off on the road to becoming a Further Education lecturer and your progress through the TQFE programme, there are a number of activities which you can do over the summer months prior to starting the Link Practice microteaching week on Monday 4-SEP, 2017.

These include:

- ❖ Reading through the 'Micro-teaching week summary' document carefully so that you are aware that you need to prepare three different teaching sessions.
- ❖ Purchase / borrow some of the following core textbooks:
 - Avis, J., Fisher, R., & Thompson, R. (2015) *Teaching in Lifelong Learning A Guide to Theory and Practice* (2nd.ed.). Maidenhead: McGraw-Hill International (UK) Ltd.
 - Gregson, M., & Hillier, Y. (2015) *Reflective teaching in further, adult and vocational education* (4th. ed.). London.: Bloomsbury.
 - Gregson, M., Nixon, L., Pollard, A., & Spedding, T. (Eds.). (2015) *Readings for Reflective teaching in further, adult and vocational education* (4th. ed.). London.: Bloomsbury.
 - Huddleston, P., & Unwin, L. (2013) *Teaching and learning in further education diversity and change* (4th ed.). New York: Routledge.
 - Tusting, K., & Barton, D. (2006) *Models of adult learning : a literature review*. Leicester: NIACE.
 - Weyers, M. (2006) *Teaching the FE Curriculum*. London: Continuum.

- ❖ Prepare for your first microteaching session on **Monday 4-SEP** (the 'Micro-teaching week summary document' provides details) which involves:
 - Giving a short presentation of 10 minutes in length
 - You may talk about any subject of your choice about which you have knowledge/experience
 - There will be an opportunity to peer review your presentation
 - Your tutor will also review your presentation and provide you with feedback

- ❖ Background activities which you may also wish to undertake over the summer are included in this document and centre around:
 - FE in Context – the page with the 'clouds' – which shows the relationships between different agencies and bodies in the FE sector.
 - Acronyms – there are a lot of these in FE and this is to help you find your way around them.
 - Resources / information provided by the Scottish Qualifications Authority.
 - Resources / information provided by the College Development Network.



Below and on the next page are screen shots for the SQA induction web pages and the ‘Teaching in Scotland’s Colleges’ resource. Please take the time to investigate both of these over the summer as we will return to them in September.

SQA – induction pages

Available at: <http://www.sqa.org.uk/sqa/3083.7611.html>



The screenshot shows the SQA website interface. At the top left is the SQA logo. To its right are navigation links: 'Teacher or Lecturer', 'Choose Country', and 'Sign in'. A search bar labeled 'Search the SQA' is also present. Below this is a horizontal menu with five items: 'Qualifications', 'Services', 'Past Papers', 'About SQA', and 'Support'. A breadcrumb trail reads 'Home > Teacher or Lecturer > Teachers and Lecturer guide'. On the left side, there is a vertical sidebar with a blue header 'Teacher or Lecturer' and three menu items: 'Teacher or Lecturer', 'Induction guide', and 'CPD'. The main content area features a blue header 'Induction guide for teachers and lecturers'. Below this header is a paragraph of introductory text. To the right of the text is a photograph of a young man and woman sitting at a desk in a classroom, looking at a book. Below the photograph is the section 'Your SQA Co-ordinator' with a paragraph of text. At the bottom of the page, there is another paragraph of text.

Teacher or Lecturer

Teacher or Lecturer

Induction guide

CPD

Information for HEI Staff

Induction guide for teachers and lecturers

New teachers and lecturers have a wealth of support and materials at their fingertips and it's important to be aware of what's available to you. Make the most of the information below to help you get started.

Your SQA Co-ordinator

Every school and college has an SQA Co-ordinator, including yours. This person is the main contact between your centre and SQA.

Make sure you know who your co-ordinator is. All SQA correspondence, materials and publications are sent to this person and they are responsible for important operational aspects such as candidate entries.

College Development Network – ‘CDN LearnOnline’

Available at: <http://professionallearning.collegedevelopmentnetwork.ac.uk/>

