# *Pedagogical training for business school faculty*

# *(6 cr)*

# SYLLABUS

Version 2 (October 5, 2015)

| Instructor’s contact information | Course information |
| --- | --- |
| Name: Marja Elonheimo  E-mail: marja.elonheimo@aalto.fi  Office: Otaniemi  Office Hours: As agreed  Availability: As agreed  Aalto People/Instructor’s Webpage: <https://people.aalto.fi/index.html#marja_elonheimo>  Name: Christa Uusi-Rauva  E-mail: [christa.uusi-rauva@aalto.fi](mailto:christa.uusi-rauva@aalto.fi)  Office: A118  Office hours: As agreed  Availability: As agreed  Aalto People/Instructor’s Webpage: <https://people.aalto.fi/index.html#christa_uusi-rauva> | Status of the course: For BIZ faculty  Academic Year, Period: 2015, II  Location: Töölö  Language of Instruction: English  Course Website: https://mycourses.aalto.fi/course/view.php?id=10877 |

1. OVERVIEW

This course is mainly aimed for persons appointed to a tenure track position or the lecturer career system at Aalto BIZ, but it is also open for post doc researchers. The participants need no previous pedagogical training. There are approximately 30 places available.

1. LEARNING OUTCOMES

After the course, the participant is able to:

• Recognize that a variety of issues can impact learning

• Identify and use his/her strengths as a teacher

• Understand a teacher’s role in students’ learning processes

• Understand how educational leadership impacts teaching planning

• Use different methods (such as case and ICT) in teaching to support student learning

1. ASSESSMENT, GRADING, EXAM FEEDBACK

The course is evaluated pass/fail. Passing the course requires attendance in the contact sessions and completing all the assignments.

1. ASSIGNMENTS

* Six pre-assignments (before each contact session)
* Six learning logs (after each session)
* Team project on a theme related to learning and teaching

All assignment instructions are available in MyCourses.

1. READINGS

See assignment instructions.

1. PRELIMINARY SCHEDULE

| Session | Date | Topic | Visitors | Reading and Assignment Due Date |
| --- | --- | --- | --- | --- |
|  | 14.10.  (Wed) |  |  | Due: Pre-assignment 1 |
| 1 | 19.10.  (Mon) | Introduction to university pedagogy | Seppo Ikäheimo |  |
|  | 21.10. (Wed) |  |  | Due: Learning log 1 |
|  | 22.10.  (Thu) |  |  |  |
| 2 | 26.10.  (Mon) | Curriculum work: Tools for planning teaching | Markku Kaustia | Due before class: Pre-assignment 2 |
|  | 28.10.  (Wed) |  |  | Due: Learning log 2 |
|  | 11.11.  (Wed) |  |  | Due: Pre-assignment 3 |
| 3 | 13.11.  (Fri) | Using different teaching methods | Pekka Mattila, Ilona Mikkonen |  |
|  | 16.11.  (Mon) |  |  | Due: Learning log 3 |
| 4 | 23.11. (Mon) | Facilitating interaction in the classroom | Mike Baker, Elias Rantapuska | Due before class: Pre-assignment 4 |
|  | 25.11.  (Wed) |  |  | Due: Learning log 4 |
| 5 | 30.11.  (Mon) | Teaching and writing cases | Matti Suominen, Ingmar Björkman | Due before class: Pre-assignment 5 |
|  | 2.12. (Wed) |  |  | Due: Learning log 5 |
|  | 8.12.  (Tue) |  |  | Due: Pre-assignment 6 |
| 6 | 11.12.  (Fri) | Teaching practice and project presentations | Seppo Ikäheimo, Ingmar Björkman |  |
|  | 14.12.  (Mon) |  |  | Due: Learning log 6 |
|  | 18.12.  (Fri) |  |  | Due: Team project report |

1. COURSE WORKLOAD

|  |  |
| --- | --- |
| Classroom hours | 42h |
| Pre-assignments | 53h |
| Learning logs | 30h |
| Team project | 35h |
| Total | 160h (6 cr) |

1. ETHICAL RULES

Aalto University Code of Academic Integrity and Handling Thereof>

https://into.aalto.fi/pages/viewpage.action?pageId=3772443

1. OTHER ISSUES

* Registration to course: [Link to enrollment form](https://www.webropolsurveys.com/Answer/SurveyParticipation.aspx?SDID=Fin966455&SID=64131213-b73e-41a6-8330-c6736fa58fdb&dy=1343082758)
* Course Policies: Attendance in all sessions is mandatory
* Retrieving Course Materials
* References: APA
* Rubrics