Week 1

Introduction, Responsibilities

DSC 95, Spring 2025 at UC San Diego

Agenda

- Introductions.
- Logistics.
- Responsibilities.
- Preparation.

Introductions

Instructor: Janine Tiefenbruck

- Call me Janine
- PhD in Math (Combinatorics) from UCSD
- 10 years of teaching at UCSD
  - 3 years in CSE, 7 years in Data Science
  - Recently teaching a lot of DSC 10
  - Have also taught 40A, 40B, DSC 599 (TA training), and various CSE and Math courses
- Probably taught most of you in DSC 10!

Tutors

Even tutors have tutors! Feel free to talk to them about their experiences as tutors.

Jack Determan   **Kate Feng**   **Anastasiya Markova**

Who are you?

- This is a **discussion-based class**.
- Introduce yourself to the person next to you and tell them:
    - The class you're tutoring for.
    - What you're most looking forward to about tutoring.
    - What you're most nervous about regarding tutoring.
    - What you did over the break.

Logistics

Purpose of DSC 95

- We tell our students that the best way to learn data science is to **do** data science.
- Similarly, the best way to learn how to teach data science is to actually teach data science. You'll do this in office hours and online (e.g. on Ed).
- DSC 95 provides you with a forum to reflect on your teaching with a group of teachers who are at the same stage of their teaching journeys.

Infrastructure

- Website: [dsc95.com](dsc95.com)
- Communication: Slack (no Ed, Campuswire, etc.)
  - We'll use this for course communication.
  - But also use this to talk about teaching!
- Grades: Gradescope.
- Let me know if you weren't invited to either Slack or Gradescope.

How DSC 95 works

There are three components to DSC 95:

- **Attendance and participation**.
  - This is a discussion-based class, so you *need* to show up and discuss.
  - You need advance permission to miss class. Contact me on Slack.
  - **No laptops/phones open**, unless there's an in-class activity that requires it!
- **Weekly readings and homework assignments**.
  - Schedule will be posted on the course website.
  - Due Fridays 11:59PM.
- **Final Activity**.
  - An opportunity to reflect on your first quarter as a tutor. Details coming later.

Attendance

Onboarding

- Make sure you've completed your hiring paperwork and that you have access to Ecotime.
- You must submit your hours worked **bi-weekly**.
  - The number of hours you work is not necessarily equal to the number of hours you're hired for – put down the **true number of hours you worked**.
  - If this number is consistently above or consistently below the number of hours you were hired for, let your instructor know.
- Make sure you know what your responsibilities are.

Responsibilities

Responsibilities

What are some of the responsibilities you expect to have?

Activity: Write or type your answers.

1. Describe the strengths you feel you already possess as a tutor.

2. Describe two things you want to learn to help you be an outstanding tutor. Try to avoid generic statements like "how to explain material well" or "how to answer students' questions". Be as specific as possible.

3. What is one specific thing you will do to challenge yourself as a tutor?

4. What are you most nervous about?

Question 2

- Describe two things you want to learn to help you be an outstanding tutor.

Question 4

- What are you most nervous about?

Preparation

How to prepare

- Before each office hours, prepare.
  - This week, prepare by **reading the syllabus** of the class you're tutoring for closely.
  - In future weeks, review lecture slides, read through homeworks/assignments and their solutions, etc.
- You also want to be prepared to answer questions on your course discussion board.
  - Keep the assignment open.
  - Know which questions students are likely to need help on, and think about how you will help them.

Myth: tutors must know everything

- Golden rule of teaching: when you don't know something, say "I don't know" **and** follow up after.
  - Start by looking up information on the course website.
  - If needed, ask the authoritative person for that question, likely the instructor.
  - Follow up with the student. Get their email!
  - It is **harmful** to give out incorrect information about course content or about course policies (e.g. # of slip days). Don't guess the answer!

Stumped? → Look it up. → Follow up.
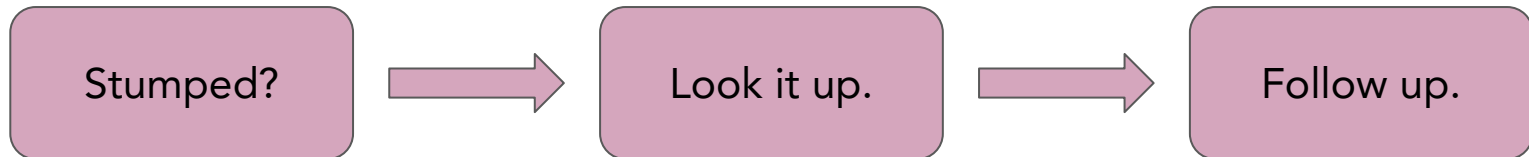
Good luck as you start your tutor duties! 🎉