

Scope of Graduate Student Teaching Roles at CEU

	Technical Assistant	Paid Course Assistant	Teaching Practicum	Doctoral Student Tutor
Hours per week (approx. for 2 credit course)	As agreed	6	Unspecified	8
Help design courses (e.g. modify syllabus or choose readings)		✓	✓	✓
Find copies of readings or electronic resources		✓	✓	✓
Upload materials to Moodle	✓	✓	✓	✓
Record instructor's lectures in advance, edit, post on Moodle	✓	✓	✓	✓
Technical assistance in class (e.g. chat, breakout rooms, note raised hands, cameras & microphones)	✓	✓	✓	✓
Record, edit, and post class sessions on Moodle	✓	✓	✓	✓
Circulate among small group discussions in class or on Zoom		✓	✓	✓
Teach one session or give one lecture		✓	✓	✓
Regularly lead a seminar or discussion section that accompanies regular lectures taught by the instructor				✓
Offer instruction online for in-person/ hybrid course				✓
Moderate Moodle forums	✓	✓	✓	✓
Advise students 1:1 (e.g. additional office hours to instructor's)		✓	✓	✓
Assist with grading		✓	✓	✓
Support student evaluations				

**This table is a simplified representation of information in the Graduate Student Teaching Policy & Addendum but has no official standing. Please refer to the policy.*