



Teaching Teams Toolkit

101 Preceptor Activities

Preceptors can be active both in and out of the classroom. Below are some common preceptor activities, though these are definitely not the only things preceptors can do. If you would like additional ideas, please contact us and we can work with you individually.

Act out course concepts	writing	website evaluation
Advocate students' needs	Help monitor collaborative groups	writing
Assist GTAs	Hold office hours	Mentor students
Assist in discussion sections	In-class activity assistants	Model appropriate behavior
Assist with classroom technology	In-class discussion leaders	Monitor classroom behavior
Assist with out-of class activities	Lead collaborative groups	Monitor in-class activities
Collect materials	Lead out-of class discussions	Organize materials
Conduct exam reviews	Lead reading groups	Pass out materials
Conduct study sessions	Lead study groups	Peer review writing for...
Create in-class activities	Make class announcements	assignment criteria
Create interactive course materials	Make presentations about...	bibliography
Create note-cards	appropriate classroom behavior	citations
Create study guides	assignment guidelines	coherence
Create web materials	being a successful student	completion
Give feedback on assignments	citations	format
Give feedback on course materials	course topics	logic
Give feedback on lectures	course-related news	tone
Give feedback on tests	course-related technology	Pilot new assignments
Give feedback on web materials	course-specific skills	Plan field trips
Give workshops about...	(arguments, etc.)	Plan movie nights
assignment guidelines	evaluating sources	Plan course-related parties
citations	goal-setting	Plan scavenger hunts
course-related technology	internet search strategies	Play course-related games
course-specific skills	library research	Prepare course materials
course-specific content	math	Relate course material to students' lives
goal-setting	note-taking	Research real-world examples of course content
library research	on-campus resources	Scan course materials
math	outlining	Serve as laboratory assistants
note-taking	plagiarism	Take attendance
plagiarism	real-world examples of course content	Take notes
reading	revising writing assignments	Update course websites
research	test-preparation	
test-preparation	test-taking	
test-taking	thesis statements	
time management	time management	
web research		

Need more information?

The Teaching Teams Program is available to meet with you at any point before, during, or after the semester to talk with you about your teaching team. We also have a comprehensive Faculty Resource Manual, profiles of past courses, common preceptor feedback, and resources available on our website. Please contact us if you would like copies of any of this material, or need specific questions answered.