

## **General Position Descriptions**

### **Lab TA**

As a lab TA, you may be expected to:

- Attend lab training sessions and meetings to understand laboratory protocols and learn to operate equipment
- Supervise undergraduate labs
- Mark and input grades for submitted lab reports
- Answer student emails about laboratory content
- Mark and/or proctor exams associated with the lecture portion of the course

### **Tutorial TA**

As a tutorial TA, you may be expected to:

- Meet with course instructor or other TAs to review tutorial content
- Prepare tutorial content such as powerpoint slides and example questions
- Present tutorial content to students
- Answer student emails about course or tutorial content
- Mark and input grades for submitted tutorial assignments and quizzes
- Mark and/or proctor exams associated with the lecture portion of the course

### **Grading TA**

As a grading TA, you may be expected to:

- Meet with course instructor or other TAs to review course content
- Mark and input grades for submitted assignments, quizzes, midterms, finals
- Proctor quizzes/exams associated with the lecture portion of the course

### **CHEM 211 Theoretical Lab TA**

As the CHEM 211 Theoretical Lab TA, you may be expected to:

- Meet with course instructor to review content for the theoretical lab
- Prepare tutorial content such as powerpoint slides concerning WebMO, Gaussian software, and protocol for the theoretical lab
- Present theoretical lab tutorials to students
- Answer student emails about the theoretical lab
- Mark and input grades for the submitted theoretical lab report
  - The majority of this TA assignment will involve marking and inputting grades for the theoretical lab report