



MATL

Master of Arts

in Teaching and Learning

McGill University
Faculty of Education

May 2019

ORIENTATION



McGill



MASTER OF ARTS IN TEACHING AND LEARNING

McGill University is located on land which has long served as a site of meeting and exchange amongst Indigenous peoples, including the Haudenosaunee and Anishinaabeg nations. McGill honours, recognizes and respects these nations as the traditional stewards of the lands and waters on which we meet today.

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**MASTER OF ARTS
IN TEACHING AND LEARNING**

Welcome and Introductions

MATL

Please do not hesitate to contact us with MATL course and program-related questions, issues and concerns:

Department of

INTEGRATED STUDIES IN EDUCATION Room 244

Dr. Caroline Riches (Academic Programs Director, DISE)

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Dr. Limin Jao (Assistant Graduate Program Director MATL)

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Ms. Andrea Nguyen (Student Affairs Coordinator, MATL Advisor)

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514-398-4527 Ext. 094476

Website: <http://www.mcgill.ca/dise/grad>

McGill

Department of
Integrated Studies in Education

Home About Us Teaching Certification Programs Graduate Programs First Nations & Inuit Instructors Research

WebSite / www.mcgill.ca/dise/grad

Graduate Programs

New! Math and Science concentrations in the PhD Educational Studies and the MA Education & Society!

- M.A. MATL English Language Arts
- M.A. MATL Social Science
- M.A. MATL Mathematics
- M.A. MATL Science and Technology
- M.A. MATL Teaching English as a Second Language
- Grad. Cert. in Ed. Leadership
- Grad. Cert. TESL
- Le certificat d'études supérieures en enseignement immersif
- M.A. Ed. Leadership
- M.A. Ed. & Society
- M.A. Second Lang. Ed.
- Ph.D. Ed. Studies
- M.A. Master of Arts Educational Leadership
- M.A. Master of Arts Education & Society
- M.A. Master of Arts Second Language Education
- Ph.D. Doctor of Philosophy in Educational Studies
- M.A. MATL Teaching English as a Second Language
- Cert. Graduate Certificate in Educational Leadership
- Cert. Graduate Certificate in Teaching English as a Second Language
- Cert. Le certificat d'études supérieures en enseignement immersif



**MASTER OF ARTS
IN TEACHING AND LEARNING**

2019 Cohort
‘Finding things in common’



GRADUATE STUDENT INFORMATION

➤ Activate your McGill email

- Service Point (McGill ID, Student Accounts, etc.)
mcgill.ca/servicepoint/
 - 3415 McTavish, corner Sherbrooke (McLennan Library Bldg)
 - M-F 10:00 – 4:00 (Wednesday 10:00-5:00 summer hrs)
- Student Services - Brown Bldg, 3600 McTavish
<https://www.mcgill.ca/student-services/>
 - Scholarships & Student Aid mcgill.ca/studentaid/
 - International Student Services mcgill.ca/internationalstudents/international-student-services
- Student Wellness Hub mcgill.ca/student-services/health-wellness/rossy-hub
- Office of Students with Disabilities (OSD) mcgill.ca/osd/



GRADUATE STUDENT INFORMATION

- Education Graduate Student Society (EGSS) egssmcgill.wordpress.com/
- Post-graduate Student Society (PGSS) pgss.mcgill.ca/en/home
- Thomson House thomsonhouse.ca/home



MATL- Program Features

- Graduate Program
- Starts in Summer Term
- 60 credits (45 credits coursework, 15 credits internship)
- Leads to secondary school teaching certification in Quebec in one of five Quebec Ministry of Education designated subject-areas
 - Science & Tech; Math; ELA; TESL; Social Sciences (History & Citizenship AND either Geography OR ERC)
- Designed to be completed in:
 - Full-time: 5 (or 6) consecutive terms
 - Part-time: (make an appointment with MATL advisor)
- Capstone Research Project (CRP) and Professional e-portfolio – completed throughout program



MATL: Not following 5/6 term program

- ❖ Students who do not wish to follow the Full-time (5/6 term) Program should make an appointment with the MATL advisor to set a program progression
- ❖ Leaves of Absence are permitted for certain circumstances (professional, medical, maternity, paternity) and must be accompanied by supporting documentation
- ❖ Empty terms are not permitted

MATL: Please refer to documents in your folder

	Year 1 (2019)		Year 2 (2020)
S U M M E R	EDTL 515 English Exam for Teacher Certification (0cr) EDPS 600: Intro Prof Seminar (3cr) EDEC 612: Digital Literacies and Learning (3cr) *EDTL 607: Language & Policy in Quebec Education (3cr) EDEM 609: Critical Perspectives in Educational Theory and Research (3cr) <p style="text-align: right;">12 credits</p>	S U M M E R	EDTL 604: Techniques for Assessment (3cr) EDTL 609: Diverse Learners (3cr) *EDTL 640: Teacher Inquiry and Action Research (3cr) ♦EDER 609: Education and Philosophical Thought (3cr) OR ♦EDTL 506 Philosophy of Education (3cr) OR ♦EDER 615 Introduction to Philosophy of Education (3cr) <p style="text-align: right;">12 credits</p>
F A L L	EDTL 601: Cross Curricular Teaching Methods (3cr) EDTL 629: Applied Methods in Teaching Secondary Eng. Language Arts (3cr) *EDTL 500: Applications of Educational Psychology Across Classrooms (3cr) EDEC 620: Meanings of Literacy (3cr) <p style="text-align: right;">12 credits</p>	F A L L	EDIN 620: Internship 2 (8 cr) EDPS 620: Professional Seminar 2 (1 cr) EDTL 630: Advanced Applied Methods in Teaching Sec English Lang Arts (3 cr) <p style="text-align: right;">12 credits</p>
W I N T E R	EDIN 610: Internship 1 (7cr) EDPS 610: Professional Seminar 1 (2 cr) ♦EDTL 508: Critical Influences on Ed. Praxis (3cr) OR ♦EDER 600 Globalization, Education & Change (3cr) NOTE: STUDENTS ARE STRONGLY ENCOURAGED TO ONLY TAKE EDIN 610 AND EDPS 610 THIS TERM. ONLY THOSE STUDENTS WHO <u>MUST</u> BE FULL-TIME SHOULD TAKE EDTL 508 or EDER 600. <p style="text-align: right;">9-12 credits</p>	W I N T E R	♦EDTL 508: Critical Influences on Ed. Praxis (3cr) OR ♦EDER 600 Globalization, Education & Change (3cr) <p style="text-align: right;">0-3 credits</p>

**2019 Admits
MATL Program 5/6 Term**

**(See BLUE
Sheet in
your folder)**



MATL: Summer 2019 (Term 1)

Summer 2019 (3 to 12 credits):

- Purpose/Goal: To introduce you to teaching, the field of education and get you started on exploring your CRP
 - ✦ **MUST TAKE**: EDPS 600 Introductory Professional Seminar - 2 credits on-campus, 1 credit online
 - You are assigned to a cohort (sections 001, 002)
 - ✦ **MUST TAKE**: EDTL 515 English Exam for Teacher Certification (EETC) – May 21st and 22nd (mandatory)
 - **Must also register** on CEETC website
<https://www.ceetc.ca/>
 - ✦ **Other Courses**: Intensive and online Courses

MATL: FALL 2019/Winter 2020 Registration

Registration for **Fall 2019 / Winter 2020**
opens





July 3rd 9:00am (for both terms)

- ❖ Registration deadline for EDIN 610 Internship 1 (Winter 2020) is **September 20th**
- ❖ Evening Courses (5:30pm-8:30pm)
- ❖ Online Courses
- ❖ 1st Internship (winter)



MATL: FALL 2019 (Term 2)

Fall 2019

- Purpose/Goal: To prepare you for your 1st student teaching internship. Continue preparation research for CRP.
 -  EDTL 601: Cross-curricular teaching methods (Cohort 001/002)
 -  EDTL 500: Application of Educational Psychology
 -  EDTL 6XX: Subject-specific methods courses
 -  EDSSL/EDEC/EDER/EDTL XXX: Content-specific courses



MATL: Winter 2020 (Term 3)

Winter 2020

- Purpose/Goal: To provide you with the opportunity to experience teaching (Internship 1) and continue preparation for CRP (drawing on Internship 1).
 - EDPS 610 (Cohort 001 or 002) Professional Seminar 1
 - 2 credits (9/13 weeks of class)
 - Capstone Research Project Outline Due
 - EDIN 610 (Cohort 001 or 002) Internship 1
- Other courses:
 - *TESL*: EDSL 505 (online)
 - *All but TESL*: EDTL 508/EDER 600 (5 term)



MATL: Summer 2020 (Term 4)

Summer 2020

- Purpose/Goal: To further your professional growth by completing summer courses (and drawing on your experiences from Internship 1), and to write your CRP.
 - ❑ Courses: EDTL 640, EDTL 604, EDTL 609
 - ❑ EDSL 512 (TESL), EDTL 506 or EDER 609 (all but TESL)

MATL: Fall 2020/Winter 2021 (Term 5/6)

Fall 2020

- Purpose/Goal: To provide you with the opportunity to experience teaching (Internship 2) supported by a subject-specific method course and professional seminar. To share your CPR (at the Capstone Research Symposium in December).
 - EDPS 620 (Cohort 001 or 002) Professional Seminar 2
 - 1 credits (3/13 weeks of class)
 - EDIN 620 (Cohort 001 or 002) Internship 2
 - EDTL 6XX Advanced Subject-specific methods courses
 - CRP presentation and conference (2 evenings after the end of the fall term)

Winter 2021 – complete remaining courses



Additional Course Registration

Additional Coursework (see offer letter in uApply)

- ✦ Courses at other Canadian universities (CAGS)
- ✦ Courses at other Quebec universities (CREPUQ)
- ✦ McGill Courses (web form request)

NB: CAGS/CREPUQ are not permitted in a graduating term

Extra Courses (to achieve full time status =12 credits), e.g.

- ✦ French Courses: French Language Centre, Continuing Studies
- ✦ Other graduate level courses
- ✦ Courses in your subject area

Send course name, number and description for approval to
matl.education@mcgill.ca

MATL

Program Checklist (GOLD Sheet)

Additional Coursework
(see details in your Offer letter- uApply)

McGILL UNIVERSITY - FACULTY OF EDUCATION - DEPARTMENT OF INTEGRATED STUDIES IN EDUCATION			
Master of Arts in Teaching and Learning (MATL) TESL 60 credits			
PROGRAM CHECKLIST			
for Students Admitted Summer 2019			
Name: _____		Student ID #: _____	Subject Area: TESL
Required Courses (30 credits)		Credits	Term Completed
EDEC 612	Digital Literacies and Learning	3	
EDEM 609	Critical Perspectives in Educational Theory and Research	3	
EDSL 500	Foundations and Issues in Second Language	3	
EDSL 505	L2 Acquisition Applied to Classroom Contexts	3	
EDSL 512	Pedagogical Grammar	3	
EDTL 500	Appl. of Ed. Psych. Across Classrooms	3	
EDTL 515	English Exam for Teacher Certification	0	
EDTL 601	Cross-Curricular Teaching Methods	3	
EDTL 604	Techniques for Assessment	3	
EDTL 609	Diverse Learners	3	
EDTL 640	Teacher Inquiry and Action Research	3	
Required Professional Seminar, Internships & Methods (27 credits)			
EDIN 610	Internship 1	7	
EDIN 620	Internship 2	8	
EDPS 600	Introductory Professional Seminar	3	
EDPS 610	Professional Seminar 1	2	
EDPS 620	Professional Seminar 2	1	
EDTL 635	Applied Methods in Second Language Education	3	
EDTL 636	Adv. Applied Methods in Second Language Education	3	
Complementary Course (3 credits) - one of the following			
EDER 609	Education and Philosophical Thought OR	3	
EDER 615	Introduction to Philosophy of Education OR		
EDTL 506	Philosophy of Education		
TOTAL		60	
Additional Coursework (if applicable)			
updated: 2019			



Additional Requirements

TESL Students and French Schools

- ✦ In Quebec, ESL classes offered only in French schools
- ✦ MATL TESL student teachers are placed in French schools for their internships.
- ✦ In addition to an excellent command of English, MATL- TESL students need to have a functional level of French before undertaking internship 1, (to engage with the school community - communicate with parents, teachers, students and support staff, compose simple written messages, understand important notices and announcements in French).
- ✦ Consider taking FRSL classes



Additional Requirements

Social Science Students and French Immersion

- ✦ In the English school system in Quebec, Social Science classes (e.g. History, Geography, ERC) are often taught in French as part of French Immersion programs
- ✦ Social Science student teaching internships may involve teaching all or some classes in French
- ✦ Consider taking FRSL classes

MATL Current Students Webpage



Department of
Integrated Studies in
Education

Quick Links ▾

Search 🔍

Home About Us Undergraduate Programs **Teacher Education** Graduate Programs First Nations & Inuit Research Teaching in DISE

McGill.CA / INTEGRATED STUDIES IN EDUCATION / Teacher Education / MATL- English Language Arts

▾ MATL- English Language Arts

Prospective Students

Currently Registered Students

> MATL- Social Science

> MATL- Mathematics

> MATL Science & Technology

> MATL TESL

> B.Ed.
Kindergarten/Elementary

> B.Ed.
Kindergarten/Elementary PIF

> B.Ed.
Kindergarten/Elementary
Jewish Studies

> B.Ed. TESL

> B.Ed. TESL/Greek

> B.Ed. Secondary English

> B.Ed. Secondary Social
Sciences

MATL-ELA Currently Registered Students

Advising

Students should refer to the Program Overview and the Program Checklist corresponding to their year of admissions.

Students Admitted in Summer 2018 (cohort 9)



Registration Plans 2018-2019:



Capstone Guidelines 2018

[Official eCalendar program entry with course lists and descriptions](#)

Students Admitted in Summer 2017 (cohort 8)



[Important Dates](#)

RESOURCES FOR STUDENTS

[Quebec Education Program](#)

[Programme de formation de l'école québécoise](#)

[Teacher Training - Orientations - Professional Competencies](#)

[Tools to Chart Professional Competency Development](#)

[Professional e-Portfolio Guidelines \(B.Ed./MATL\)](#)





McGILL GRADUATE LEVEL GRADING SCHEME

Letter Grade	Grade Points	Percentage
A	4.0	85-100
A-	3.7	80-84
B+	3.3	75-79
B	3.0	70-74
B-	2.7	65-69
F	0	0-64

- ❗ K grades = extension, contract between instructor and student (department approval- not permitted in graduating term)
- ❗ J Grade = incomplete, equivalent to F
- ❗ Graduate Failure Policy

myProgress

Minerva- Student Menu- myProgress or McGill Homepage

McGill myProgress

Home Minerva iCalendar Print Log Out

Find Student ID Name Degree Major Last Audit Last Refresh

Worksheets Notes Exceptions

Worksheets Format: Student View View Save as PDF Process Item Academic History

McGill University Degree Audit Production

Student View Audit ID Number: A000A025 as of 18-Apr-2019 at 08:52

Student	[REDACTED]	Degree	Master of Arts	Currently Registered	Y
ID	[REDACTED]	Department	Integrated Studies in Ed	University withdrawal	
Classification	Per Credit	Major	Teaching & Learning -N	Registration holds	No
Supervisors		Concentration	Science & Technology	Curriculum year	1
Cum GPA	4.00	Term of admission	Summer 2018	Expected grad term	Winter 2020
Supervisory committee	View committee information	PHD entry year			

				Catalogue Term: SUMMER 2018	Credits Required: 60
					Credits Applied: 60
Teaching & Learning II: Science & Tech					
INTERNSHIPS					
<input checked="" type="checkbox"/> Internship 1	EDIN 610	Internship 1	REGD	(7)	Winter 2019
<input checked="" type="checkbox"/> Internship 2	EDIN 620	Internship 2.	REGD	(8)	Fall 2019
REQUIRED COURSES					
<input checked="" type="checkbox"/> Digital Media and Learning	EDEC 612	Digital Media and Learning	REGD	(3)	Winter 2020
<input checked="" type="checkbox"/> Critical Perspectives in Educational Theory and Research	EDEM 609	Critical Perspect Ed Theo&Res	REGD	(3)	Summer 2019
<input checked="" type="checkbox"/> Introductory Professional Seminar	EDPS 600	Intro. Professional Seminar	A	3	Summer 2018
<input checked="" type="checkbox"/> Professional Seminar 1	EDPS 610	Professional Seminar 1	REGD	(2)	Winter 2019
<input checked="" type="checkbox"/> Professional Seminar 2	EDPS 620	Professional Seminar 2	REGD	(1)	Fall 2019
<input checked="" type="checkbox"/> Applications of Educational Psychology Across Classrooms	EDTL 500	Appl of Ed Psyc Across Class	A	3	Fall 2018
<input checked="" type="checkbox"/> English Exam for Teacher Certification	EDTL 515	Engl Exam for Teacher Cert	P	0	Summer 2018
<input checked="" type="checkbox"/> Teaching Science and Technology	EDTL 525	Teaching Science & Technology	A	3	Winter 2019
<input checked="" type="checkbox"/> Cross-curricular Teaching Methods	EDTL 601	Cross-Curric. Teaching Methods	A	3	Fall 2018
<input checked="" type="checkbox"/> Techniques for Assessment	EDTL 604	Techniques for Assessment	REGD	(3)	Summer 2019
<input checked="" type="checkbox"/> Language & Policy in Quebec Education	EDTL 607	Language and Policy in QC Ed.	A	3	Summer 2018
<input checked="" type="checkbox"/> Diverse Learners	EDTL 609	Diverse Learners	REGD	(3)	Summer 2019
<input checked="" type="checkbox"/> Applied Methods in Teaching Science in Secondary School	EDTL 625	Appl Mth in Tch Sci in Sec Sch	A	3	Fall 2018
<input checked="" type="checkbox"/> Adv. Applied Methods in Teaching Science in Secondary School	EDTL 626	Adv Appl Met:Tch Sci in Sec Sc	REGD	(3)	Fall 2019
<input checked="" type="checkbox"/> Teacher Inquiry and Action Research	EDTL 640	Teacher Inq & Action Research	REGD	(3)	Summer 2019
COMPLEMENTARY COURSES					
<input checked="" type="checkbox"/> Science Course	EDTL 520	Persp on Knowl in Math & Sci	A	3	Fall 2018
<input checked="" type="checkbox"/> Philosophy of Education	EDTL 506	Philosophy of Education	REGD	(3)	Summer 2019



MATL

Ministry Policy Specific to McGill University for Provisional Teaching Authorization

- (1) **A provisional teaching authorization** in general education may be issued to a person who has completed:
- ✦ A bachelor's degree or equivalent training comprising at least 45 credits in a certain discipline
 - ✦ At least 6 credits in a university bachelor's or master's degree program leading to Quebec teacher certification
- (2) has:
- ✦ A promise of employment from an employer [for] position as a teacher in general education directly related to the bachelor's degree

Form to be completed by student and employer:

<http://legisquebec.gouv.qc.ca/fr/ShowDoc/cr/l-13.3,%20r.%202> *retrieved May 2017*

McGill provides: ATTESTATION DE L'UNIVERSITÉ RELATIVE AUX 45 UNITÉS DE FORMATION DISCIPLINAIRE

- ✦ It is highly recommended MATL students not on contract complete their first internship (EDIN 610) before they apply for a PTA.





MATL Capstone Research Project (CRP)

- ❖ The MATL Capstone Research Project is an important self-directed component of the professional journey to becoming an adaptive expert teacher and life-long learner.
- ❖ This CRP is undertaken in the spirit of augmenting professional growth and scholarship.
- ❖ The central requirement of the CRP is that you tie your investigation to a professional interest and link this work to your future identity as a practicing teacher.
- ❖ You are asked to identify one key area of interest, which will become the capstone concentration and area of particular and motivated exploration throughout the duration of your program.

MATL Capstone Research Project (CRP)

McGill COURSES

Content | Discussions | Assignments | Classlist | Grades | Edit Course


Search Topics

Overview

- Overview
- Bookmarks
- Course Schedule

Table of Contents 52

- INTRODUCTION
- Section 1: CAPSTONE QUESTION 2
- Section 2: CAPSTONE RESPONSE
- Section 3: CAPSTONE PRESENTATION
- CAPSTONE RESEARCH PROJECT EXAMPLES 6
- RESEARCH RESOURCES 17
- EPORTFOLIO 27
- Add a module...



MATL Capstone Research Project

The MATL **Capstone Research Project** is an important **self-directed** component of the professional journey to becoming an adaptive expert teacher and life-long learner. As such, this project is undertaken in the spirit of augmenting professional growth and scholarship. The central requirement of the CRP is that you tie your investigation to a professional interest and link this work to your future identity as a practicing teacher

Rationale

We each come to the teaching profession enriched by many years of experience - of schools, of previous study, of our interests and expertise - informed by our own particular trajectory through life thus far. We all believe in and care deeply about something. This can be a socio-political issue, a commitment, an approach to life, an awareness of something that needs attention and work and hope. In fact, it may well be this very passion that constitutes, at least in part, your motivation for entering the teaching profession. For the **Capstone Research Project** you are asked to identify one such key interest, which will become the capstone concentration and area of particular and motivated exploration throughout the duration of your program. The **Capstone Research Project** will also form the basis for a presentation during the timeframe of the final Professional Seminar (EDPS 602).

There are three components to the Capstone:

1. The Capstone Question (due January 2017 – EDPS 601)
2. The Capstone Response (due September 2017 – EDPS 602)
3. The Capstone Presentation (due December 2017 – EDPS 602)



MATL Capstone Research Project (CRP)

The **Capstone Research Project** typically is completed in the final term of the five term option of the MATL Program (in EDPS 620).

Term	5-TERM TIMELINE	Course	Focus
Term 1 (Y1): Summer	May - August	EDPS 600	Introduction to the CRP. Foundations of reflective practice.
Term 2 (Y1): Fall	September - December	EDTL 601	CRP preparation research
Term 3 (Y1): Winter	January - April	EDPS 610	Completion of CRP Outline and Critical Literature Review.
Term 4 (Y2): Summer	May – August	EDTL 640	Final Draft of CRP Final Product
Term 5 (Y2) Fall	September – November	EDPS 620	Preparation of the CRP Presentation and finalizing CRP Final Product
	December		CRP Presentation at the Capstone Research Symposium



MATL Professional ePortfolio

- ✚ Is a meaning-making process of coming to understand the complexities of teaching and learning
- ✚ Shows evidence of your mastery of the Ministry required 12 Professional Competencies
- ✚ Showcases your strengths as a teacher in response to demands in the field
- ✚ Enhances your chances for employment prior to and post graduation
- ✚ Is largely self-directed and completed in digital (and optional hard copy) formats by the final session of the program and prior to graduation
- ✚ Is a component of the professional seminar courses (EDPS 610, EDIN 610, EDPS 620, EDIN 620) and contributed to in other courses and in internships.
- ✚ Is also supported by information offered by the Career Advisor

Guidelines are available under Resources for Students
<https://mcgill.ca/dise/grad>



MATL Expectations for Professional Conduct Form

**Complete the MATL Expectations for
Professional Conduct Form
and hand it in**

INTERNSHIPS & STUDENT AFFAIRS OFFICE

Please do not hesitate to contact us with internship related questions, issues and concerns:

INTERNSHIPS AND STUDENT AFFAIRS (ISA) Room 243

Dr. Lisa Starr (Director ISA)

lisa.starr2@mcgill.ca

514-398-7046

Mr. Mitchell Miller (ISA Administrative Officer)

mitchell.miller@mcgill.ca

514-398-8269

Ms. Jenna Prigioniero (Placement Coordinator)

matl.education@mcgill.ca

514-398-7046 Ext. 09011

Website: www.mcgill.ca/isa

The screenshot shows the McGill University website for the Internships & Student Affairs (ISA) office. The header includes the McGill logo, the text "Internships & Student Affairs Faculty of Education", and a search bar. A navigation menu lists: Student Affairs, Student Teaching, Career Services, Teacher Certification, Need Support?, and Contact ISA. Below the header, there is a "Welcome to the ISA Office!" section, followed by a paragraph describing the office's role in the Faculty of Education. A section titled "Looking for something in particular? Here are some of our most popular pages..." features three columns: "Student Affairs" with a list of links (Forms, Info for Current Students, Scholarships, Applying for a Minor in Education, Ministry Students, Study Away & Exchange); "Teaching" with a list of links (Student Teaching, Field Experience Dates, Student Teaching Policies, Teacher Certification, English Exam for Teacher Certification, Becoming a Field Supervisor); and "Career Services" with a list of links (Career Advising, Workshops & Events, Info for Employers & Recruiters). Each column includes a representative image: a building for Student Affairs, books for Teaching, and a compass for Career Services.

Tips for educators using social media

DO's

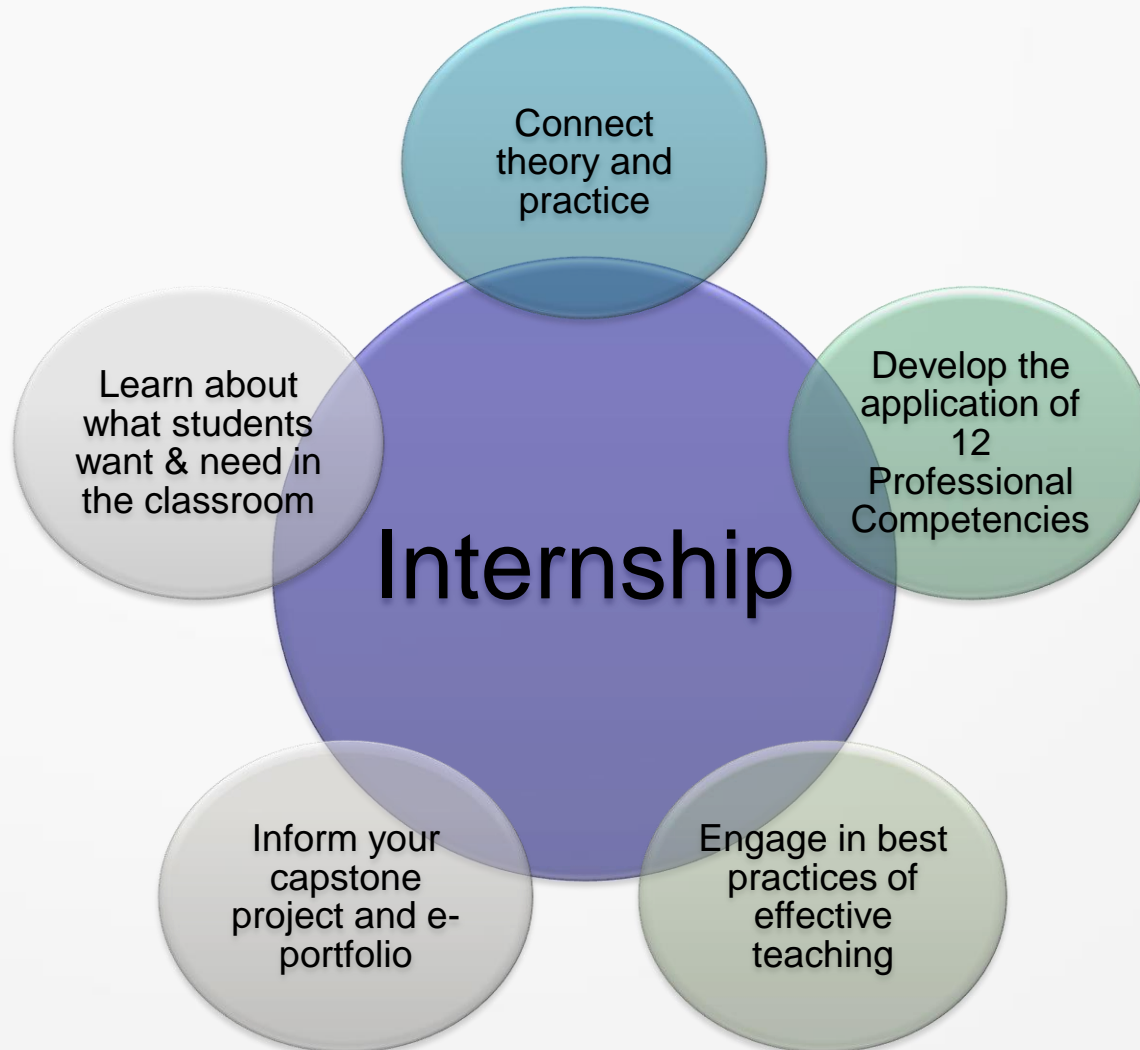
- **DO** use separate personal and professional social media accounts. Putting a boundary between school and personal life is good for your career and less stress on you.
- **DO** make sure you have strict privacy settings and review those settings frequently. Especially if you use one social media account per site.

Tips for educators using social media

DON'Ts

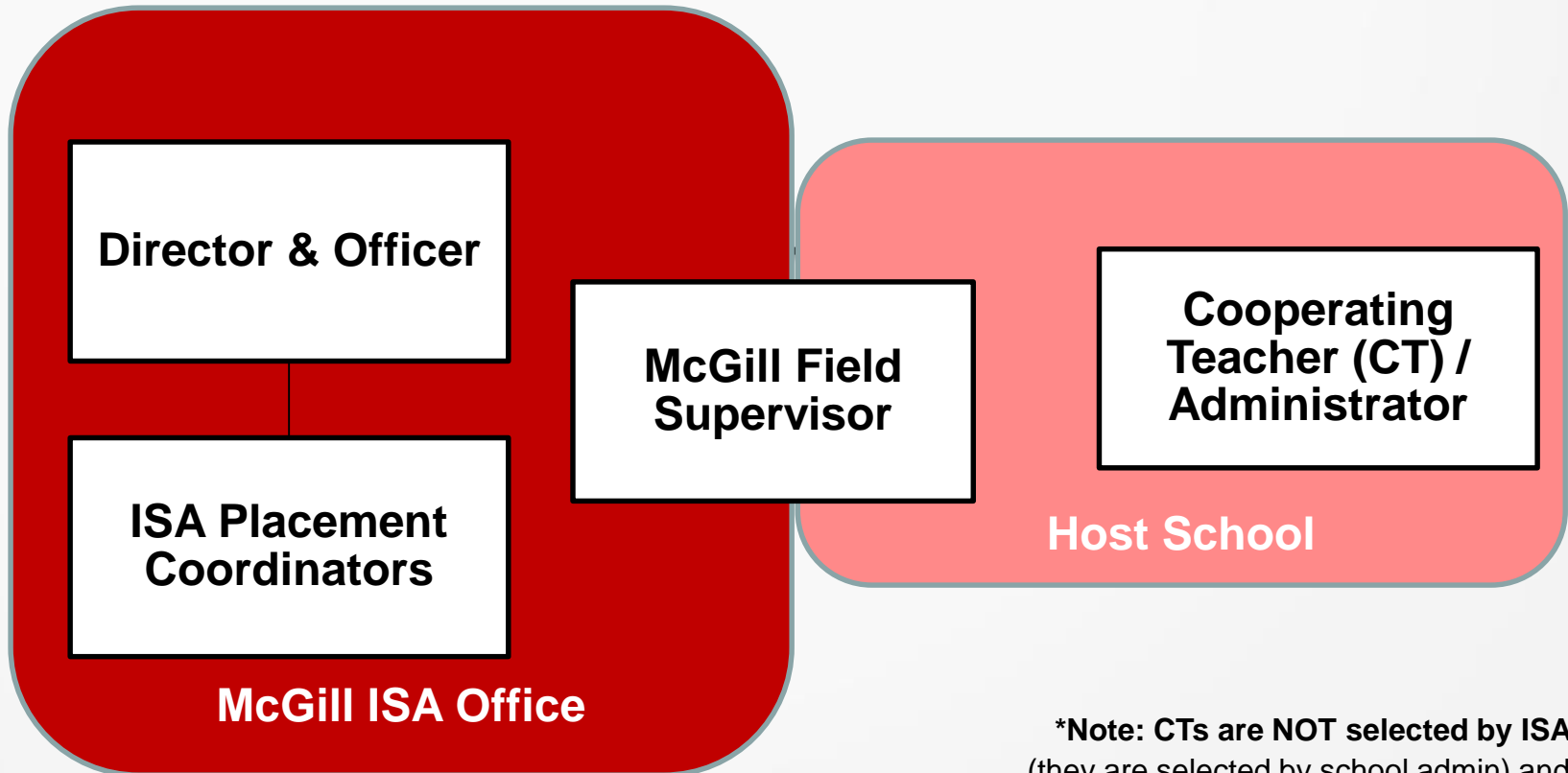
- **DON'T** say anything on your social media profile that you wouldn't say in class.
- **DON'T** get too chatty with students on your professional profile. This may confuse students into thinking you're available 24/7 for this, that and the other. Be available, but keep it professional.
- **DON'T** share too much. Personal pictures from your weekend soiree have no business being on your professional profile.

What is an Internship?





Internship Support Team



***Note: CTs are NOT selected by ISA** (they are selected by school admin) and are not paired with a student teacher based on background, personality quiz, etc..



Two Internship Streams

Without a Contract

Will be placed with a
Cooperating Teacher (CT)
by ISA

**Are not to approach
schools or teachers to
make their own
placements**

May make requests on the
placement form and, if
appropriate, ISA will try to
honour request

With a contract

Will need to have their
contract validated by ISA
prior to having it accepted
as an official internship

May need to seek an
extension if they are unable
to fulfill required hours
during the time allotted;
extensions are granted by
ISA within the same
semester



Administrative Processes

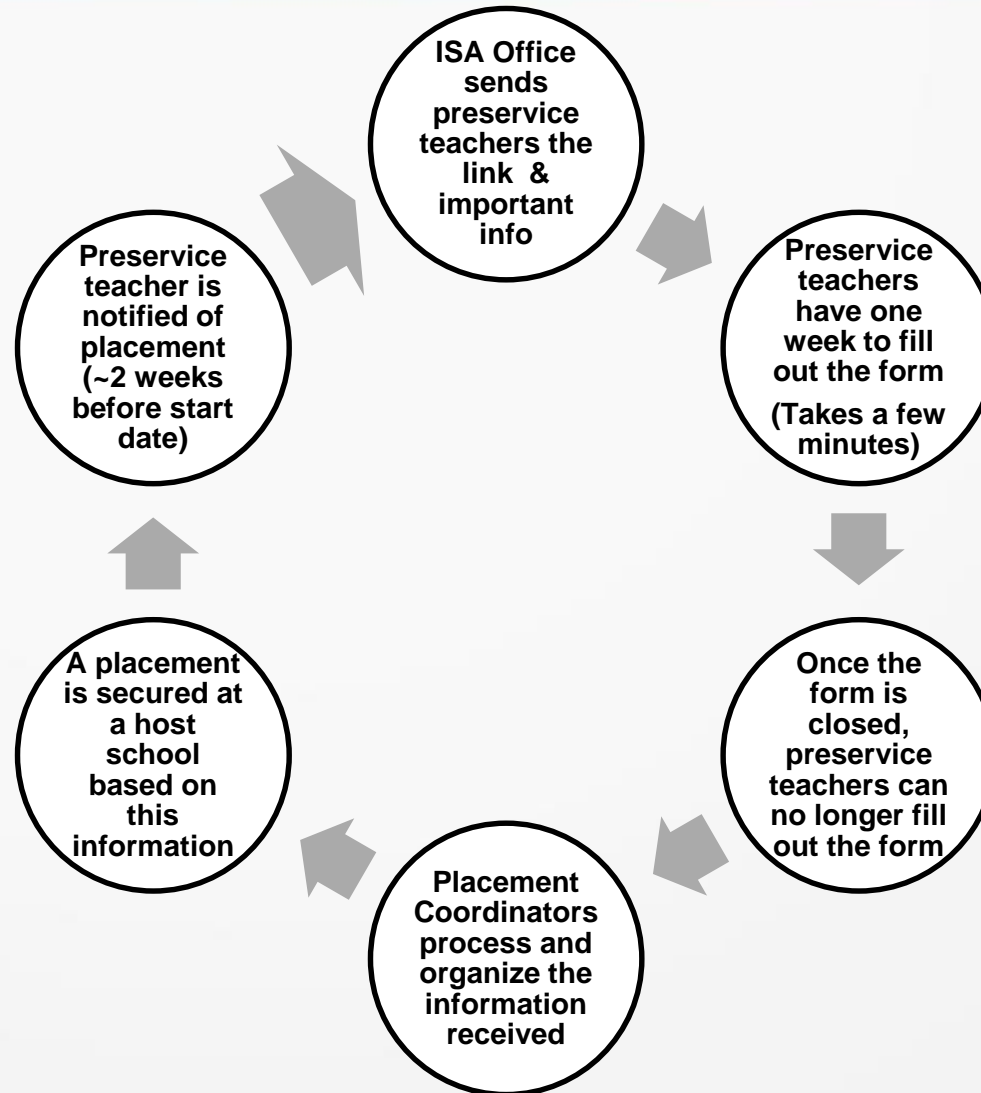
Item	Description
Work Permit for International Students	International students must apply for an Internship/co-op work permit issued by Citizenship and Immigration Canada (CIC).
EETC Exam	You are required to pass the English Exam (EDTL 515) prior to going on Internship 1.
Internship Registration	Verify that you are in good academic standing and have completed all pre-requisites (EDPS 600, EDTL 515). You must be registered for Internship 1 by the end of July.
Placement form	Three to four months before your internship's start date, you will receive an e-mail at your official McGill e-mail address with instructions for accessing the online placement form.



Administrative Processes

Item	Description
Accommodations (OSD or otherwise)	If you wish to disclose a disability and explore accommodations for your field experience course : <ol style="list-style-type: none">1. Register with the Office for Students with Disabilities2. Contact your Placement Coordinator and OSD counselor for an appointment to discuss your needs and what accommodations may be arranged.
Judicial Record Verification	Each school board or private school has its own administrative procedures for verification. Students are responsible for complying with their request BEFORE STARTING THEIR INTERNSHIPS.
Assessments	You will regular formative feedback from your cooperating teacher and field supervisor during your internship

Placement Process





Internship Context

- ✦ Internships are made through the ISA Office primarily in the Greater Montreal region
- ✦ Students will not be placed in schools where they have relatives (must disclose)
- ✦ Only Internship 2 may be completed in an alternative or adult education setting
- ✦ **When a preservice teacher makes a reasonable request for their placement**, our Placement Coordinators make every effort to accommodate this request – provided it is not counter to ISA policies, and that there is an appropriate school with a suitable Cooperating Teacher, who is willing to host a preservice teacher, and that we can arrange for a supervisor for the placement.
- ✦ An effort is made to place preservice teacher within reasonable traveling distance (defined as **up to 1.5 hours of travel time each way** by the assigned method of transportation)



Internship Schedule

EDIN 610: Internship 1

 January to April (Year 1, Winter)

 12 weeks

EDIN 620: Internship 2

 September to December (Year 2, Fall)

 11 weeks

WORKLOAD:

<https://mcgill.ca/isa/teaching/ehandbook/schedule/in1-ct>



Your Student Teaching e-Handbook

mcgill.ca/isa/teaching/ehandbook

- All information about and forms for Field Experiences will solely be housed on the ISA website as an e-Handbook
 - **Student Teaching Policies**
 - Student Teacher Resources
 - Professional Competencies
 - Workload & Assessment Schedules
 - Evaluation Forms
 - Teaching Awards
 - Feedback



ISA's Commitment to Safe Spaces

- ISA staff are committed to nurturing a space, at McGill and in the field, where student teachers, Co-operating Teachers, Supervisors, ISA staff, and other relevant parties can all engage in the exchange of ideas and dialogue, **without fear of being made to feel unwelcome or unsafe** on account of their sex, sexual orientation, gender identity or expression, race/ethnicity, religion, linguistic and cultural background, age, physical or mental ability, or any other aspect integral to one's personhood and identity. **We therefore recognize our responsibility, both individual and collective, to strive to establish and maintain an environment wherein all interactions are based on empathy and mutual respect for the person, acknowledging differences of perspectives, free from judgment, censure, and/or stigma.**
- If you, for whatever reason, feel unwelcome, unsafe, or discriminated against during a student teaching placement, please contact [your Placement Coordinator](#) or any other [member of the ISA team](#). If you believe a peer or friend is facing any of these challenges, please encourage them to contact us.



Image retrieved from <https://www.workingholidayjobs.com.au/let-us-help-you/>



ISA Placement Team

We look forward to working with you!

Please do not hesitate to contact us or come and visit the **Internships & Student Affairs Office**

 3700 McTavish (Education Building), Room 243

Monday to Friday | 9:30 a.m. - 4:00 p.m.

 placements.education@mcgill.ca

 514-398-7046



Education Career Advising Services

EDUCATION CAREER ADVISOR:

🦋 Véronique Gingras

ISA Office, Room 243

career.education@mcgill.ca

514-398-2484

www.mcgill.ca/isa/career

Tailored Career Services that include:

- 🦋 Individual Career Advising
- 🦋 Professional Development Workshops & Career Events
- 🦋 Networking & Skill Building
- 🦋 Career Update (weekly newsletter for Education students)



Reasons to see a Career Advisor

Students are encouraged to see the Career Advisor for many reasons, including:

- 🦋 General career exploration
- 🦋 Job search strategies (permanent, P/T and summer employment)
- 🦋 CV and cover letter review
- 🦋 Teaching portfolio review
- 🦋 International and volunteering opportunities
- 🦋 Teaching application process (local and international)
- 🦋 Alternative options in Education
- 🦋 Interview preparation/"mock" (practice) interviews
- 🦋 How to get qualified to teach in French schools



Career Planning Service (CaPS)

Career Planning Service (CaPS)

3600 McTavish, Suite 2200

Brown Building

514-398-3304

www.mcgill.ca/caps

- Workshops
- Mentor programs
- Career databases
- Resource center
- Graduate Career Advisors are also available for individual career advising.



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Take your job search on-the-go with smart features to easily search and apply for jobs, manage your interviews and connect with employers.

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Login using your McGill Username & Password



<https://caps.myfuture.mcgill.ca/>

Upcoming Summer Workshops and Events

🦋 **May 9 - Make A Future Information Session (Careers in BC Education)**

4:30-5:30

🦋 **May 30 - Career Planning Tips & Tools Part 1**

5:45-7:15pm in room ?

🦋 **July 4 - Career Planning Tips & Tools Part 2**

1:30-2:30pm in room 233

🦋 **August 22 - Sex-Ed Toolkit for Teachers (ACCM)**

1:00-5:00pm | Certificate awarded after completion



MATL Graduates

- ❖ Paul Moniodis, *Science & Technology, Winter 2018 graduate*
- ❖ Cynthia Panneton, *TESL, admitted Summer 2018*
- ❖ Cory Deegan, *English Language Arts, Summer 2012 graduate*



Thank You

Welcome to the MATL!