

The University of Tokyo Faculty Development Open

UTOKYO FD OPEN

Rubrics' design

Course & Syllabus Design

Syllabus Review

Reflection on Practical Cases

Peer instruction

**Class Design &
Micro-Teaching**

FLIPPED
CLASSROOM

UTOKYO FD OPEN IS...

- Workshops & events on educational topics to teach at university level
- Conducted entirely in English
- Open to faculty, researchers and Ph.D. students, regardless of your affiliation
- Certificates of completion issued for most events

VOICES OF PARTICIPANTS



“
The teacher/facilitator has superb skills in navigating the workshop. He had been so keen in picking up the reactions of the participants, controlled/managed the workshop but also allowed participants to freely delve into deep thoughts and discussions.
”

“
(The strength of the workshop was)
Interactive and hands-on activities; Experienced facilitator; Relevant and up-to-date content; Clear learning objectives; Accessible and inclusive design
”



UTOKYO FD OPEN 2023 - 2024

EVENT

DATE

FORMAT & TIME

Syllabus review

October 2nd (Mon), 2023
March 15th (Fri), 2024

Online workshop. 13:00–17:00
In-person workshop. 13:00–17:00

Rubrics' design

November 13th (Mon), 2023

Online workshop. 13:00–16:00

Peer instruction

October 16th (Mon), 2023

Online seminar. 13:00–16:00

Flipped classroom

November 27th (Mon), 2023
March 4th (Mon), 2024

In-person workshop. 9:00–13:00
Online workshop. 13:00–17:00

Reflection on practical cases

January 26th (Fri), 2024

Online workshop. 13:00–17:00

Class design & microteaching

September 4th (Mon), 2023
December 11th (Mon), 2023
February 9th (Fri), 2024

In-person workshop. 9:00–17:00
In-person workshop. 9:00–17:00
In-person workshop. 9:00–17:00

2023

SEPTEMBER

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	19	19	20	21	22	23
24	25	26	27	28	29	30

OCTOBER

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

NOVEMBER

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

DECEMBER

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

2024

JANUARY

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

FEBRUARY

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

MARCH

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						



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News & Information

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UTokyo FD in English

@UTokyo_FFDP



UTOKYO FD OPEN

The University of Tokyo Faculty Development Open

Class Design & Micro-Teaching

04 Sep, 2023 9 am - 5 pm

11 Dec, 2023 9 am - 5 pm

09 Feb, 2024 9 am - 5 pm

WHAT IS UTOKYO FD OPEN?

UTokyo FD Open is a series of workshops and events, **in English**, for those interested in developing their teaching skills and practice.

For more information: <https://utokyofd.com/en/event/post-13371/>

INFORMATION

ABOUT

In this workshop, we learn about how to **design, structure, and deliver a class**.

The participants **prepare in advance** a brief class that they **teach** to their peers and for which they **receive feedback**.

Later, we discuss this feedback and further ideas to improve the design and deliver of the class.

DELIVERED BY

Lecturer: Dr. Gabriel Hervas

Staff: Airi Kawakami

FEE & CERTIFICATE

Free of charge

Participants receive a **certificate**

CONTACT US

✉ utokyo_fd@he.u-tokyo.ac.jp

FORMAT

04 Sep: **In-person (at Hongo Campus)**

11 Dec: **In-person (at Hongo Campus)**

09 Feb: **In-person (TBD)**

Note: the event contents of the three dates above are the same.

PARTICIPANTS

10 people each workshop

Participants from all institutions are welcome.

(Depending on the applications, a selection might be needed)

REGISTRATION

Apply here!

<https://forms.office.com/r/Wsp2aWFqeg>

SCAN ME



UTOKYO FD OPEN

The University of Tokyo Faculty Development Open

Syllabus Review

02 Oct, 2023 1 pm - 5 pm

15 Mar, 2024 1 pm - 5 pm

WHAT IS UTOKYO FD OPEN?

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For more information: <https://utokyofd.com/en/event/post-13371/>

INFORMATION

ABOUT

In this workshop, we learn about how to **design and improve a syllabus**. To develop a more learner-centered and impactful syllabus, the participants **review** their syllabi, **discuss** relevant aspects, and share their ideas or suggestions for improvement.

DELIVERED BY

Lecturer: Dr. Gabriel Hervas

Staff: Airi Kawakami

CONTACT US

✉ utokyo_fd@he.u-tokyo.ac.jp

FORMAT & PARTICIPANTS

02 Oct: **Online (30 people)**

15 Mar: **In-person, Hongo Campus (20 people)**

Note: the event contents of the two dates above are the same.

Participants from all institutions are welcome.

(Depending on the applications, a selection might be needed)

FEE & CERTIFICATE

Free of charge

Participants receive a **certificate**

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SCAN ME



UTOKYO FD OPEN

The University of Tokyo Faculty Development Open

Peer Instruction

16 Oct, 2023

1:00pm - 4:00pm

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For more information: <https://utokyofd.com/en/event/post-13371/>

INFORMATION

ABOUT

Peer-instruction is a teaching and learning strategy that can be particularly useful with large groups and with theoretical contents.

In this workshop, we learn about its **fundamentals and its implementation** in class, raising at the same time key educational questions.

DELIVERED BY

Lecturer: Dr. Gabriel Hervas
Staff: Airi Kawakami

CONTACT US

✉ utokyo_fd@he.u-tokyo.ac.jp

FORMAT

Online (Zoom meeting)

PARTICIPANTS

30 people

Participants from all institutions are welcome.
(Depending on the applications, a selection might be needed)

FEE & CERTIFICATE

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Participants receive a **certificate**

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SCAN ME



UTOKYO FD OPEN

The University of Tokyo Faculty Development Open

Rubrics' Design

13 Nov, 2023

1:00pm - 4:00pm

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For more information: <https://utokyofd.com/en/event/post-13371/>

INFORMATION

ABOUT

In this workshop, we learn about how to **create rubrics** that contribute to **assessment and learning**. We will explore their **features** and how to develop them. The participants will **create** a rubric and their designs will be used to raise ideas and suggestions on rubrics' design.

DELIVERED BY

Lecturer: Dr. Gabriel Hervas
Staff: Airi Kawakami

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FORMAT

Online (Zoom meeting)

PARTICIPANTS

30 people

Participants from all institutions are welcome.

(Depending on the applications, a selection might be needed)

FEE & CERTIFICATE

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SCAN ME



UTOKYO FD OPEN

The University of Tokyo Faculty Development Open

Flipped Classroom

27 Nov, 2023 9 am - 1 pm

04 Mar, 2024 9 am - 1 pm

WHAT IS UTOKYO FD OPEN?

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INFORMATION

ABOUT

In this workshop, we learn about how to **structure a teaching and learning experience** based on flipped classroom to foster students' learning. Two main approaches will be discussed: just-in-time teaching and team-based learning. Following a flipped classroom approach, the participants will need **review a material beforehand**, and the workshop will focus on discussing ideas and practicing the design of flipped classroom sequence.

FORMAT & PARTICIPANTS

27 Nov: **In-person (20 people)**

04 Mar: **Online (20 people)**

Note: the event contents of the two dates above are the same. Participants from all institutions are welcome.
(Depending on the applications, a selection might be needed)

DELIVERED BY

Lecturer: Dr. Gabriel Hervas

Staff: Airi Kawakami

FEE & CERTIFICATE

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Participants receive a **certificate**

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SCAN ME



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 東京大学
大学総合教育研究センター
Center for Research and Development of Higher Education
The University of Tokyo


UTokyo Faculty Development

UTOKYO FD OPEN

The University of Tokyo Faculty Development Open

Reflection on Practical Cases

26 Jan, 2024

1:00pm - 5:00pm

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INFORMATION

ABOUT

This is workshop of a **reflective** and practical nature. Participants are invited to, **in advance, share** with the organizers a **practical situation** they wish to discuss or receive feedback on. Some of this cases are **selected** and brought up in the workshop to, in groups, generate discussion. The different backgrounds and experience of the participants contributes to generating diverse ideas on **how to approach these situations**.

FORMAT

Online (Zoom meeting)

PARTICIPANTS

20 people

Participants from all institutions are welcome.
(Depending on the applications, a selection might be needed)

Lecturer: Dr. Gabriel Hervas

Staff: Airi Kawakami

FEE

Free of charge

REGISTRATION

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