MICROTEACHING TEST INFORMATION – UCONN
Revised 8/8/14

I. Do I Need to Take a Microteaching Test?

If you will be a Teaching Assistant in Modern and Classical Languages you do not need to take a Microteaching Test.

For all other departments, if you received a score of 22-26 on the speaking section of the iBT TOEFL test, a score of 7.0-7.5 on the speaking section of IELTS, a PTE score between 62 and 73, or an EAQUALs score of B2 or B2+ from the TOEFL Waiver Interview, then you will need to pass the Microteaching Test to demonstrate your English proficiency and be certified to teach.

II. About the Test

The Microteaching Test consists of three parts:

• a 5-minute prepared presentation;
• a 2-minute question and answer session on your presentation;
• a 3-minute definition of a term related to your field of study.

These three parts are described below.

Part 1: a 5-minute presentation

Prepare a 5-minute presentation on a topic that would be taught in a beginner/freshman/1000’s level class in your department.

Your presentation will be timed; at the end of 5 minutes, a timer will ring. You can finish your sentence or thought, but you do not have to present all of your prepared material if it exceeds 5 minutes! There is no penalty for this and your exam will not be negatively evaluated based on whether your presentation was complete or not. When you hear the timer you should make some kind of summary or conclusion of the material you’ve presented so far. What we need is a 5-minute sample of your speech. By that time we will know how well we can understand you whether you finish the lesson or not.

Part 2: a 2-minute question and answer session

You will then have 2-minutes for us to ask you questions. The undergraduate raters are instructed to ask any kind of question they can think of; they may ask a question about something you explained quite clearly. Don’t be alarmed! This is not a problem. The purpose is to see how well you understand and respond to our questions. The instructor might also ask you questions.

Part 3: a 3-minute definition of a term

Next, you will be asked to define a common term in your field; you will be asked, “Can you tell us what _____ is?” The term you are to define will be taken from a list that will be given to you one day before you take the test.
III. Choosing a Topic

When choosing a topic, think BASIC! The best place to look for a topic is in a beginning level textbook in your field. These can usually be found in your department office, so check with your department administrative assistant. Choose a problem or topic from the first chapter or so – something that doesn’t require a lot of prior knowledge of your subject. **DO NOT CHOOSE A GRADUATE LEVEL THESIS TOPIC!** It might help you to imagine that an undergraduate student in your class has come to you with a question about this topic: “I don’t understand X,” “Can you explain X to me?” Your prepared presentation will be your response to that question.

Your presentation during the first 5 minutes of the Microteaching exam must be original and not a repetition of a presentation that you have given in an ITA class, in tutoring, or in a previous Microteaching test.

IV. Structuring Your Prepared Presentation

1. Begin by greeting the class: For example, “Good morning/ afternoon everyone. My name is/ I am ____ and I’m from the X Department (or I am from X.)”
2. Tell us what you will be discussing: “Today we are going to be talking about X.” **Don’t forget to write your topic on the board!**
3. Ask an opening question. A question can let you know if the audience is familiar with your topic; e.g. “Can anyone tell me what X is?” Questions also get the audience’s attention and help them to start thinking about the subject; e.g. “Have you ever noticed...?” “Have you ever wondered...?” **Don’t forget to wait for the class to respond!**
4. Teach your prepared lesson. We may interrupt you with questions if we need to clarify something you’ve said. **Therefore, it is not a good idea to memorize your presentation word for word.** If you are interrupted you may forget where you are in your presentation and not be able to continue. We’ve seen it happen! It is OK to use notes or a written outline, but you may not read your presentation.
5. When the timer rings, finish your thought / sentence and then give a brief summary of what you’ve discussed so far. Again, you do not have to present all of your prepared material if it exceeds 5 minutes!

You are permitted to consult notes during all parts of the exam, but you are not permitted to read verbatim from notes, or to copy your notes onto the board.

You may use the board during any part of the exam, but try to keep diagrams and charts simple so that you don’t spend an excessive amount of time writing.

Also remember that you are not expected to give an introduction of yourself other than to say your name.
NOTE: You may not use PowerPoint for any part of your Microteaching Test.

V. Answering Questions

As stated above, the undergraduate raters are instructed to ask any kind of question they can think of—good questions, bad questions, questions about things you may have explained clearly, irrelevant questions. A good rule of thumb: assume that we are asking a simple question that requires a simple, direct answer. Microteaching Test questions are unlikely to be about advanced theoretical aspects of your field.

VI. Definition of a Term

In this section of the test you will be asked to talk about one of the terms from the list you were given before the test. Again, think of this as being like an undergraduate asking you questions during your office hours. You are not being tested on your knowledge of your field. We just want to make sure that you can talk about the subject matter in a way that undergraduates can comprehend easily.

VII. Evaluation and Getting Your Results

You will be evaluated by an instructor and several undergraduate students. You will also be videotaped. After the results have been compiled, you will have the opportunity to review your videotape with an instructor and will receive copies of all of the evaluation forms.

After you complete your test, the instructor will compile the responses from the evaluation forms. If only one instructor was present to rate your actual presentation, a second instructor will rate you by watching the video. How long it will take to get the results depends on the number of students who took the test at the same time. The results include if you Passed or Failed and what classes you are required to take, if any.

The results of the test will be sent via email to you and your department contact person (usually the department administrative assistant or TA coordinator.) You are responsible for following through on the recommended action, whether it be watching your video or taking an English class.

After you receive your results, we strongly encourage you to set up an appointment to review your video and receive copies of your evaluation forms, even if you have passed the test. There is always useful information in the video or helpful comments on the evaluations that you can use to encourage your strengths and strengthen your weaknesses.

To set up an appointment to watch your Microteaching Test video or to answer further questions about the Microteaching Test contact: Jeannie.slayton@uconn.edu