

Teaching Best Practices at CBS: A Quick Guide

This document is intended to provide you with guidance and suggestions for effective teaching here at the Business School. A more detailed version of this document is available on the Samberg Institute’s Teaching Resources Page, which you can access via the Samberg website. Additionally, you can also contact the [Samberg Institute](#) if you are interested in additional thought partnership on teaching best practices at the Business School.

There are three areas to consider when reflecting on your pedagogical methods:

Content	Content is the actual material students are expected to learn during a course.
Facilitation	Facilitation is how the instructor and class interact with each other. Facilitation happens through the class and especially during discussion and group work.
Delivery	Delivery is how you share the content with students. This is usually done through a lecture portion of the class.

CONTENT

- Provide course and session roadmaps and use them at the start of every class.
- When introducing a new course concept, use non-technical terms to help students become more familiar before moving into more technical content.
- Define specialized terminology or jargon when using it for the first time in-class.
- Consider using current news headlines to draw relevance to course content.
- Provide summary PowerPoint slide with key takeaways when concluding a course module or session.

FACILITATION

- Use both “cold” and “warm” calling to hold students accountable and keep the course moving. Consider using a random name generator when cold calling.
- Use a mixture of “open” and “closed” questions to expand or focus discussion of course content. You can also ask students to speak about their own personal experiences if relevant.
- For larger classes, Poll Everywhere polling questions and “think-pair-share” student activities can help facilitate discussion by reducing student concerns about providing incorrect answers.
- Capture student answers by writing relevant responses on the whiteboard.
- When calling on students, use their names when speaking to them and encourage students to use each other’s names.

DELIVERY

- Vary voice volume and moderate the pace at which content is delivered.
- Be mindful of body language – demonstrate confidence by making eye contact with students, moving around the classroom, and let students finish their thoughts before responding to them.
- Enforce Core Culture values by asking students to put their laptops and other electronic devices away (unless there is a specific class-related purpose such as a Poll Everywhere polling question).