

Teacher Assistant Program

ACADEMIC COURSE OUTLINE

YEAR & SEMESTER	COURSE CODE	PREREQUISITES
Year 2, Semester 2	PRTA-E	YEAR 1 (Complete)

COURSE DESCRIPTION

'Aisha Academy Canada is committed to empowering Ahmadi Muslim women with Qur'ānic knowledge. It facilitates scholarly educators to disseminate knowledge, generate research, and inculcate the highest level of Islāmic values, thus contributing wisdom, compassion and knowledge to a global society.

The Teacher Assistant Course at Aisha Academy is designed to fulfill the mission of 'Aisha Academy. By providing a comprehensive foundation in the essential teaching skills and knowledge required for the role, the course not only prepares individuals to be effective teacher assistants but also enhances the overall educational experience for students. This course reflects Aisha Academy's commitment to excellence in education and its dedication to creating a supportive and dynamic learning environment that enriches religious knowledge. The purpose of this course is to equip students with skills that meet or exceed those of current educators, with the goal of preparing them to become future instructors of Aisha Academy.

LEARNING OUTCOMES

Upon completion of this course, students will:

- Demonstrate a solid understanding of educational principles, instructional strategies, and classroom management techniques.
- Exhibit practical experience in assisting with lesson planning, delivering instructional materials, and supporting classroom activities.
- Display strong organizational skills, including managing time effectively, maintaining accurate records, and preparing instructional materials.
- Demonstrate the ability to adapt to various classroom settings and educational needs.
- Follow professional standards and ethical practices while learning and interacting with students online.
- Maintain privacy & confidentiality of the students.
- Take initiative in assisting with classroom tasks and contributing to a productive learning environment.
- Stay informed about educational trends and best practices to enhance effectiveness in the role.

COURSE OVERVIEW

Educational Responsibilities: Assisting in material creation, supporting in course delivery, and helping develop and administer tests and quizzes.

Instructional Support: Preparing lectures, grading, and providing feedback.

Student Support & Mentorship: Holding office hours, answering student questions outside class, providing academic guidance or tutoring.

Feedback & Continuous Improvement: Gathering student feedback about the course, suggesting improvements for teaching methods or materials.

Administrative Tasks: Managing platforms, attendance, and materials.

Research Assistance: Data collection for research and analysis.

Creating course outline: a structured plan with key topics and objectives for the course.

Additional Duties: Organizing events, handling inquiries, and emergency support.

Training & Development: Attending workshops and implementing feedback.

Special Projects: Supporting extracurricular activities and events.

LEARNING DELIVERY FORMAT & REQUIRED EQUIPMENT

- Online Learning
- Laptop or desktop computer with functional microphone