

GET SIGNED UP



Guidelines

We want the best students for our proctor positions. If you're interested in proctoring, make sure you meet the following guidelines:

- Earning an "A" grade in the course
- Attended class regularly
- No academic integrity violations

Decisions, Decisions

To sign-up to be a proctor, you'll need to consider if you want to work with course sections or in Open Lab. You also must decide if you want to earn 1 credit (1 course section or 2 Open Lab hours) or 3 credits (2 course sections or 4 Open Lab hours).

Pick your times

Once you know which proctoring option you prefer, check the schedules at <http://cs101.wvu.edu/semesterinfo>. Pick out the course sections or Open Lab times you'd like, but make sure nobody else is signed up for them first.

Pass/fail or letter grade?

Traditionally, proctors receive a pass/fail grade for CS490. In exchange for spending an additional 4-12 hours total during the semester on an assigned project, proctors can earn a letter grade for CS490. This is a great way to help boost your GPA. Visit <http://cs101.wvu.edu/proctor> for details on the types of projects you could work on for the letter grade.

Complete the application

When you're ready to sign-up to be a proctor, complete the online application at <http://bit.ly/cs101proctor>. CS101 Coordinator Brian Powell will follow-up with you within a few days to complete the process.

Have questions?

Feel free to e-mail Brian Powell at brian.powell@mail.wvu.edu if you have any questions or need assistance.

Introduction to
Computer Applications

Proctoring Opportunities

Learn more at
cs101.wvu.edu/proctor

PROCTORING: STUDENTS HELPING OTHERS AND THEMSELVES

What are proctors?

Proctors are student assistants for Computer Science 101. Selected from our best outgoing students each semester, proctors help us teach class and work with students in Open Lab.

What do proctors do?

Proctors help us to assist students. Whether it's answering questions in Open Lab, working with someone who is having trouble understanding a topic in class, or providing suggestions on how we can make the course better, proctors are a major part of CS101.

We work with proctors to find out what they want to do and to help them achieve their goals.

What do proctors receive?

In exchange for working 2-4 hours per week, proctors receive 1-3 CS490 Teaching Practicum credit hours. Most majors accept these credits towards graduation.

Why should I proctor?

Some common reasons why past proctors say they've signed up:

- It looks great on a resume
- It's a good opportunity to help others
- It lets you practice your own skills
- It helps you graduate
- It's fun

Types of Proctors

In-class proctors

In-class proctors help instructors teach their lectures. With 48 students in a hands-on lecture, there is always someone who needs assistance. Proctors are important in helping us teach CS101.

As an in-class proctor, you might:

- Answer student questions
- Demonstrate concepts and features
- Monitor student activities
- Help administer exams

Open Lab proctors

Open Lab proctors work 1-on-1 with students who come to Open Lab for assistance. They also help to administer exams for make-ups and online students.

Testimonials

“It's great to have more credit hours but not a heavier load on you during the semester. (Proctoring) really prepares you for bigger responsibilities if you're considering a career in teaching.

Sara Hamza
Biology major

“I would recommend proctoring to other students who did well in CS101. It is a great opportunity to pick up high-level course credits in a major that is relatively important to the new age of technology.

Curtis Nonken
Political Science major