

Hello GTA -

As a registrant for GTA Workshop (GRAD 5004) this spring semester, we wanted to make you aware of some details and ask for your input. If you are going to be a GTA this spring, and have not yet registered for the workshop, please do so as soon as possible.

The spring 2024 version of GRAD 5004 will be located in the Graduate Life Center (GLC) Auditorium, with a coffee break and lunch in the nearby Multipurpose Room of the GLC. Phase I will begin at 8:25 am on Thursday, January 11. Sign-in is required (bring your Hokie Passport), and will begin promptly at 8am. We anticipate workshop completion between 3:00-3:15 pm. There will be a coffee break at 10 am. Lunch will be provided (see survey information below) and served in the Multipurpose Room.

GRAD 5004, including Phase I, will be available to you in several forms this spring. We strongly encourage all students who are able to be there to attend the live Phase I session in the GLC Auditorium on January 11. For those unable to be there, the Phase I sessions will also be Zoomed, and the link for the Zoom meeting will be available on the course Canvas site a few days before the event. All sessions for Phase I and Phase II will be recorded, and will then be available for asynchronous completion for those for whom that is necessary. Most Phase II sessions will be offered once live, and once, separately, by Zoom (avoiding the dread hybrid sessions!). In addition, the asynchronous option will be available for those who cannot schedule either in person or Zoom.

It is winter, and the season for various bugs to circulate. It is important that we protect one another this coming semester, while enabling safe interactions with one another to the extent possible. Therefore, for those of you who are not feeling well, or recently tested positive for Covid, please STAY AWAY from the GLC, and participate by Zoom.

Action items:

- Please complete this brief [Google Form](#) (should take you about 1 min) by 10am on Monday, January 8 to indicate whether you will be attending Phase I in person or by Zoom, or if you are unable to participate synchronously. The survey also includes details about lunch, dietary restrictions and special accommodations for those participating in person.
- Please bring your Hokie Passport with you if you are participating in person (if you are participating on Zoom, we will be able to see that you are doing so).
- Be aware that parking on campus may be limited on January 11 due to students arriving back on-campus. We recommend that you take a BT bus or walk or bike to campus.

I look forward to seeing you on Thursday.

Dr. Edgar

Kevin J. Edgar