Contents

Preface to the Third Edition ix
Preface to the Second Edition xi
Preface to the First Edition xvii

Chapter 1. Guiding Principles 1
  1.0. Chapter Overview 1
  1.1. Respect 1
  1.2. Prepare 3
  1.3. Speak Up 5
  1.4. Lectures 6
  1.5. Questions 10
  1.6. Time 14
  1.7. Applications 16
  1.8. The Moore Method 20

Chapter 2. Practical Matters 23
  2.0. Chapter Overview 23
  2.1. Voice 23
  2.2. Eye Contact 25
  2.3. Blackboard Technique 26
  2.4. Homework 30
  2.5. Office Hours 32
  2.6. Designing a Course 35
  2.7. Handouts 36
  2.8. Teaching Evaluations 37
  2.9. Exams 43
  2.10. Grading 49
  2.11. The Syllabus (and the Course Diary) 52
  2.12. Choosing a Textbook 55
  2.13. Large Lectures 58
  2.15. On Being a TA 65
  2.16. Tutors 66

Chapter 3. Spiritual Matters 69
  3.0. Chapter Overview 69
  3.1. Breaking the Ice 69
  3.2. Math Anxiety 70