



STUDENT CHECK-IN

## TA QUIZ

PLEASE COMPLETE AND SUBMIT THE QUIZ TO  
[funkaarstudios@gmail.com](mailto:funkaarstudios@gmail.com)



STUDENT CHECK-IN

- QUIZ
- QUESTION 1
- IF A STUDENT IS LATE:
  - a) I should:
    - b) I should be sure to leave all handouts and forms in class so as not to disrupt the lecture in progress. Please circle the correct answer below:
      1. True
      2. False



TA CHECK-IN PROCEDURES

STUDENT CHECK-IN

- QUIZ
  
- QUESTION 2
  
- IF A STUDENT'S NAME IS NOT ON THE ROSTER:
  - a) And there is ***no other name under which they have registered***, TA must:
  
  - b) TA should share roster with student while doing this and all other registration activities. Please circle the correct answer below:
    1. True
    2. False



TA CHECK-IN PROCEDURES

STUDENT CHECK-IN

- QUIZ
- QUESTION 3
- WHEN GIVING OUT HANDOUTS TO STUDENTS:
  - a) I should pass them out only during:
  - b) I should pass them out on a row-by-row basis. Please circle the correct answer below:
    1. True
    2. False



TA CHECK-IN PROCEDURES

STUDENT CHECK-IN

- QUIZ
- QUESTION 4
- IF A STUDENT IS REGISTERED AND THEIR NAME IS ON THE ROSTER:
  - a) I should ask student to sign next to their name for every:
  - b) I should be sure to ask student for a PayPal receipt. Please circle the correct answer below:
    1. True
    2. False



TA CHECK-IN PROCEDURES

STUDENT CHECK-IN

- QUIZ
- QUESTION 5
- IF A STUDENT IS NEW:
  - a) I should ask student for full:
  - b) I should be sure to give them priority to the handouts. Please circle the correct answer below:
    1. True
    2. False



TA CHECK-IN PROCEDURES

STUDENT CHECK-IN

- QUIZ
- QUESTION 6
- IF A STUDENT IS REGISTERED UNDER A DIFFERENT NAME:
  - a) I should confirm name on PayPal receipt and double check to confirm that it is not on the:
  - b) I should be sure to get the registrant's e-mail address. Please circle the correct answer below:
    1. True
    2. False



TA CHECK-IN PROCEDURES

STUDENT CHECK-IN

- QUIZ
- QUESTION 7
- IF A STUDENT REFUSES TO PAY:
  - a) I should ask the student to:
  - b) I should remind student that Funkkaar's on-line registration page clearly states every student must carry proof of registration to each day of class. Please circle the correct answer below:
    1. True
    2. False



STUDENT CHECK-IN

# TA QUIZ

please grade yourself



TA CHECK-IN PROCEDURES

STUDENT CHECK-IN

- QUIZ
  
- KEY
  
- QUESTION 1:
  - a) I should add student's name as well as the name on PayPal receipt to the class:
    - ROSTER
  - b) I should be sure to circle the "5", and check off the box titled "NEW STUDENT":
    - FALSE
  
- QUESTION 2:
  - a) Student must make an onsite:
    - CASH PAYMENT
  - b) I should share roster with student at all times:
    - FALSE
  
- QUESTION 3:
  - a) I should pass handouts out only during:
    - CHECK-IN
  - b) I should pass them out on a row-by-row basis:
    - FALSE



TA CHECK-IN PROCEDURES

STUDENT CHECK-IN

- QUIZ
  
- KEY
  
  
- QUESTION 4:
  - a) I should ask student to sign their name for every:
    - CLASS
  - b) I should be sure to ask student for PayPal receipt:
    - FALSE
  
- QUESTION 5:
  - a) I should ask student for full:
    - NAME
  - b) I should be sure to give them priority to the handouts:
    - FALSE



TA CHECK-IN PROCEDURES

STUDENT CHECK-IN

- QUIZ
- KEY
  
- QUESTION 6:
  - a) I should confirm name on PayPal slip and check to make sure it is not on the class:
    - ROSTER
  - b) I should be sure to get the registrant's e-mail address:
    - FALSE
  
- QUESTION 7:
  - a) I should ask the student to:
    - LEAVE IMMEDIATELY
  - b) I should remind student that Funkaar's on-line registration page clearly states every student must carry proof of registration to each day of class
    - TRUE