

Name:

Email:

Self-Introduction Guidelines

To help us get to know each other and set the stage for productive discussion, please include the following in your introduction:

What course(s) do you currently teach? (e.g., subject, level, context)

What are your goals or expectations for attending this roundtable? (e.g., what you hope to learn, share, or explore)

Reflection questions for discussion

Please take a moment to reflect on an aspect of your teaching that you would like to improve, a challenge you are currently facing, or a new area you are curious to explore.

Using the guiding questions below, describe the area of interest or concern in your own words. You do not need to answer every question—use them simply as prompts to help you think more deeply about your teaching context and goals.

1. Course Design and Goals

- What are the main goals of your course?
- What specific learning outcomes do you expect your students to achieve?
- Is your course aligned with your learners' needs and expectations? How do you know?

2. Teaching Methodologies and Practices

- What teaching methodologies do you currently use?
- How well do these methods meet your learners' needs?
- Can you describe a recent lesson from start to finish? (Include the instructions you gave and the activities your learners engaged in.)

3. Tools and Materials

- What teaching tools (online or offline) do you use? (Are they accessible and effective for your learners?)
- What teaching materials do you use? (Do they promote active participation and collaboration? Are the topics engaging and relevant to your learners?)

4. Interaction and Collaboration

- How does your course promote collaborative interaction between teachers and learners?
- Do your learners engage in meaningful peer collaboration? How do you facilitate this?

5. Reflection

- What challenges do you currently face in your teaching practice?

6. Innovation

- Is there anything new you would like to try or explore in your teaching?

Reflection AFTER the Roundtable

Please update this document to reflect the insights gained during the discussion. In particular, include your notes on the topics that captured your attention and sparked your interest.

Please upload your completed Worksheet 1 to the designated Google Drive folder: [2025 Roundtable \(Participant folder\) - Google ドライブ](#)

Make sure to name your file using the following format: Worksheet 1 – Your Full Name (Example: Worksheet 1—Noriko Nagai). This will help us easily identify your submission and share your thoughts with the group.