

The University of Tokyo Faculty Development Open

# UTOKYO FD OPEN

## 2025-2026

**Course & Syllabus Design**  
Design of Questionnaires  
Syllabus Review  
Quality Assessment & Evaluation  
Peer instruction  
Class Design & Micro-Teaching

Rubrics' design  
FLIPPED CLASSROOM

### UTOKYO FD OPEN IS...

- Workshops & events on educational topics to teach at university level
- Conducted entirely in English
- Open to faculty, researchers and Ph.D. students, regardless of your affiliation
- Certificates of completion issued for most events

### VOICES OF PARTICIPANTS



“The teacher/facilitator has superb skills in navigating the workshop. He had been so keen in picking up the reactions of the participants, controlled/managed the workshop but also allowed participants to freely delve into deep thoughts and discussions.”

“(The strength of the workshop was) Interactive and hands-on activities; Experienced facilitator; Relevant and up-to-date content; Clear learning objectives; Accessible and inclusive design”



# UTOKYO FD OPEN 2025 - 2026

EVENT	DATE	FORMAT & TIME
Syllabus review	February 13th (Fri), 2026	In-person workshop. 9:00–13:00
Rubrics' design	October 23rd (Thu), 2025 February 17th (Tue), 2026	Online workshop. 14:00–17:00 In-person workshop. 9:00–12:00
Peer instruction	October 9th (Thu), 2025	Online seminar. 14:30–16:30
Flipped classroom	December 2nd (Tue), 2025	Online workshop. 15:30–18:00
Design of questionnaires and multiple-choice questions for evaluation	November 18th (Tue), 2025	Online workshop. 16:00–18:00
Quality assessment and evaluation	November 4th (Tue), 2025	Online workshop. 15:00–18:00
Class design & microteaching	February 12th (Thu), 2026 February 16th (Mon), 2026	In-person workshop. 9:00–16:00 In-person workshop. 9:00–16:00

2025

OCTOBER

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

NOVEMBER

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

DECEMBER

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

2026

JANUARY

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

FEBRUARY

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28



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UTokyo FD in English

@UTokyo\_FFDP



# UTOKYO FD OPEN

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## Class Design & Micro-Teaching

12 Feb, 2026 9 am - 4 pm

16 Feb, 2026 9 am - 4 pm

### WHAT IS UTOKYO FD OPEN?

**UTokyo FD Open** is a series of workshops and events, **in English**, for those interested in developing their teaching skills and practice.

For more information: <https://utokyofd.com/en/event/post-15099/>

## INFORMATION

### ABOUT

In this workshop, we learn about how to **design, structure, and deliver a class**. The participants **prepare in advance** a brief class that they **teach** to their peers and for which they **receive feedback**. Later, we discuss this feedback and further ideas to improve the design and deliver of the class.

### DELIVERED BY

Lecturer: Dr. Gabriel Hervas

Staff: Airi Kawakami

### FEE & CERTIFICATE

**Free of charge**

Participants will receive a **certificate** if they join **1 additional workshop**

### CONTACT US

✉ [utokyo\\_fd@he.u-tokyo.ac.jp](mailto:utokyo_fd@he.u-tokyo.ac.jp)

### FORMAT

12 Feb: **In-person (at Hongo Campus)**

16 Feb: **In-person (at Hongo Campus)**

Note: the event contents of the three dates above are the same.

### PARTICIPANTS

**10 people** each workshop

Participants from all institutions are welcome.

(Depending on the applications, a selection might be needed)

### REGISTRATION

**Apply here!**

<https://forms.office.com/r/Li8Y6HzM4M>

SCAN ME



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The University of Tokyo



UTokyo Faculty Development



# UTOKYO FD OPEN

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## Syllabus Review |

13 Feb, 2026

9:00am - 1:00pm

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For more information: <https://utokyofd.com/en/event/post-15099/>

## INFORMATION

### ABOUT

In this workshop, we learn about how to **design and improve a syllabus**. To develop a more learner-centered and impactful syllabus, the participants **review** their syllabi, **discuss** relevant aspects, and share their ideas or suggestions for improvement.

### DELIVERED BY

Lecturer: Dr. Gabriel Hervas

Staff: Airi Kawakami

### FEE

**Free of charge**

### CONTACT US

✉ [utokyo\\_fd@he.u-tokyo.ac.jp](mailto:utokyo_fd@he.u-tokyo.ac.jp)

### FORMAT

**In-person (at Hongo Campus)**

### PARTICIPANTS

**20 people**

Participants from all institutions are welcome.  
(Depending on the applications, a selection might be needed)

### CERTIFICATE

Participants will receive a **certificate** **if they join 2 additional workshops OR 1 Class Design & Microteaching workshop.**

### REGISTRATION

**Apply here!**

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# UTOKYO FD OPEN

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## Peer Instruction

9 Oct, 2025

2:30pm - 4:30pm

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For more information: <https://utokyofd.com/en/event/post-15099/>

## INFORMATION

### ABOUT

Peer-instruction is a teaching and learning strategy that can be particularly useful with large groups and with theoretical contents. In this workshop, we learn about its **fundamentals and its implementation** in class, simultaneously raising key educational questions.

### DELIVERED BY

Lecturer: Dr. Gabriel Hervas  
Staff: Airi Kawakami

### FEE

**Free of charge**

### CONTACT US

✉ [utokyo\\_fd@he.u-tokyo.ac.jp](mailto:utokyo_fd@he.u-tokyo.ac.jp)

### FORMAT

**Online** (Zoom meeting)

### PARTICIPANTS

**50 people**

Participants from all institutions are welcome.  
(Depending on the applications, a selection might be needed)

### CERTIFICATE

Participants will receive a **certificate** **if they join 2 additional workshops OR 1 Class Design & Microteaching workshop.**

### REGISTRATION

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# UTOKYO FD OPEN

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## Rubrics' Design |

23 Oct, 2025 2 pm - 5 pm

17 Feb, 2026 9 am - 12 pm

### WHAT IS UTOKYO FD OPEN?

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For more information: <https://utokyofd.com/en/event/post-15099/>

## INFORMATION

### ABOUT

In this workshop, we learn about how to **create rubrics** that contribute to **assessment and learning**. We will explore their **features** and how to develop them. The participants will **create** a rubric and their designs will be used to raise ideas and suggestions on rubrics' design.

### DELIVERED BY

Lecturer: Dr. Gabriel Hervas  
Staff: Airi Kawakami

### FEE

**Free of charge**

### CONTACT US

✉ [utokyo\\_fd@he.u-tokyo.ac.jp](mailto:utokyo_fd@he.u-tokyo.ac.jp)

### FORMAT & PARTICIPANTS

23 Oct: **Online (20 people)**

17 Feb: **In-person, Hongo Campus (20 people)**

Note: the event contents of the two dates above are the same.

Participants from all institutions are welcome.

(Depending on the applications, a selection might be needed)

### CERTIFICATE

Participants will receive a **certificate** **if they join 2 additional workshops OR 1 Class Design & Microteaching workshop.**

### REGISTRATION

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# UTOKYO FD OPEN

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## Flipped Classroom

2 Dec, 2025

3:30pm - 6:00pm

### WHAT IS UTOKYO FD OPEN?

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For more information: <https://utokyofd.com/en/event/post-15099/>

## INFORMATION

### ABOUT

In this workshop, we learn about how to **structure a teaching and learning experience** based on flipped classroom to foster students' learning. Two main approaches will be discussed: just-in-time teaching and team-based learning. Following a flipped classroom approach, the workshop will focus on discussing ideas and practicing the design of flipped classroom sequence.

### CERTIFICATE

Participants will receive a **certificate** if they join **2 additional workshops** OR **1 Class Design & Microteaching workshop**.

### CONTACT US

✉ [utokyo\\_fd@he.u-tokyo.ac.jp](mailto:utokyo_fd@he.u-tokyo.ac.jp)

### FORMAT & PARTICIPANTS

#### Online (50 people)

Note: the event contents of the two dates above are the same.  
Participants from all institutions are welcome.

(Depending on the applications, a selection might be needed)

#### DELIVERED BY

**Lecturer:** Dr. Gabriel Hervas

**Staff:** Airi Kawakami

#### FEE

**Free of charge**

### REGISTRATION

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# UTOKYO FD OPEN

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## Design of Questionnaires and Multiple-Choice Questions for Evaluation

18 Nov, 2025 4:00pm - 6:00pm

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### INFORMATION

#### ABOUT

In this seminar we will explore the design of questionnaires to assess learning. During the seminar, we will address key quality principles to consider and discuss alternatives to create confident-based questionnaires and create semi-constraint questions.

#### CERTIFICATE

Participants will receive a **certificate** if they join **2 additional workshops** OR **1 Class Design & Microteaching workshop**.

#### FORMAT

**Online** (Zoom meeting)

#### PARTICIPANTS

**50 people**

Participants from all institutions are welcome.  
(Depending on the applications, a selection might be needed)

**Lecturer:** Dr. Gabriel Hervas

**Staff:** Airi Kawakami

#### FEE

**Free of charge**

### REGISTRATION

**Apply here!**

<https://forms.office.com/r/Li8Y6HzM4M>

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#### CONTACT US

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# UTOKYO FD OPEN

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## Quality Assessment and Evaluation

4 Nov, 2025  
3:00pm - 6:00pm

### WHAT IS UTOKYO FD OPEN?

**UTokyo FD Open** is a series of workshops and events, **in English**, for those interested in developing their teaching skills and practice.

For more information: <https://utokyofd.com/en/event/post-15099/>

## INFORMATION

### ABOUT

What does literature tell us in relation with **quality assessment**? In this seminar we will explore the different natures of assessment, its main goal, and the features that characterize what is considered quality assessment, that is, assessment that enhances learning.

### CERTIFICATE

Participants will receive a **certificate** if they join **2 additional workshops** OR **1 Class Design & Microteaching workshop**.

### FEE

**Free of charge**

### FORMAT

**Online** (Zoom meeting)

### PARTICIPANTS

**50 people**

Participants from all institutions are welcome.  
(Depending on the applications, a selection might be needed)

**Lecturer:** Dr. Gabriel Hervas

**Staff:** Airi Kawakami

### REGISTRATION

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