



## Preparing for Tutoring Sessions

Tutoring offers students additional learning opportunities and is designed to support students in becoming active and independent learners. The more prepared you are for tutoring, the more productive and helpful the assistance will be. Please keep the following guidelines (applicable to both departmental study tables and individualized peer tutoring) in mind to assist you in getting the most out of your tutoring sessions:

- Be **proactive** in seeking tutoring assistance. Tutors can assist most effectively when you first begin to experience difficulty in a class. Do not wait to seek tutoring assistance until the day before an exam, or at the point that you become concerned that you may be in danger of failing a course. Think of tutoring as a supplement to what you are learning in your class and from the course materials.
- Recognize that a tutor's role is to help you learn *how to do* your course work, *not* to do it for you. It is not the tutor's responsibility to review all aspects of course material, conduct a mini-lecture, or do problems for you. A tutor can provide insight and support, as well as guide you in problem solving. The goal is for you to become an independent learner.
- It is imperative that you attend all lectures/labs and complete all required readings and assignments. Tutoring cannot substitute for missed classes and reading/assignments not completed.
- Be certain to bring any relevant course materials (e.g. syllabus, book, notes, handouts, lab manuals, etc.) to the tutoring session.
- Read chapters, articles, or other important information before meeting with a tutor. Review notes and examples presented in class. Try to work all assigned problems prior to the session, and bring your work to the tutoring session for the tutor to review. This will allow you to ask specific questions about any errors you may have made and pinpoint particular difficulties you may have experienced.
- Expect to participate in tutoring sessions in an active manner. You will benefit from tutoring assistance most if **you** are the one doing the work.
- Prepare a list of problems and/or questions from each chapter. For easy reference, this list should include page numbers. Highlight important concepts in chapters/handouts and check off sections of notes which contain concepts/problems that you are having difficulty understanding.

- Make efforts to set reasonable goals of what can be accomplished. It is important to keep in mind that it is not realistic or feasible to ask questions about a semester's worth of material in one tutoring session.
- Because Departmental Study Tables are group walk-in tutoring sessions, patience will be helpful during particularly busy tutoring times (e.g. mid-terms, final exams, etc.). If the tutor is assisting another student, use this time to review and prepare for the next question you plan to ask the tutor.
- Do not be afraid to say, "I am still having difficulty understanding this type of problem. Could we go through it one more time?"
- Take notes on your tutor's explanations during your tutoring sessions. Review notes and material covered during tutoring sessions on a consistent basis. Make efforts to expand on the original explanation provided by the tutor as your understanding of the material deepens.