

HOW TO PREPARE FOR A Tutoring Session

The UAGC classroom provides access to course resources, instructional materials, practice and summative assessments, and, most importantly, a qualified instructor. The course instructor provides all initial instruction for your course while subject tutoring offers students an extra layer of support.

The tutor cannot substitute for the course instructor.

PREPARE



Clarify assignment expectations with your instructor.



Seek feedback from your instructor to know what concepts and areas of your coursework you can improve on.



Bring specific questions that will help you build understanding of a course concept.

Examples of Questions to Bring a Tutor

I'm confused on how to calculate the simple cash flow for a business statistics assignment.

I need help creating a strong thesis statement and citing a source in APA format.

I need help finding a scholarly article on the impact of effective interpersonal communication in the workplace.

EXPECT



A focused session of 30 minutes or less. Learning is most effective in short, focused increments.



Independent work. Do not complete your homework with or alongside your tutor.



To Get the Most from Your Tutoring Session.

ACADEMIC HONESTY



Complete all work on your own.



A tutor should not do or correct any part of your assignment.

Instructor Role vs. Tutor Role



Instructor

Can answer questions about grades.

Can answer questions to clarify an assignment.

Can answer questions about your course.

Can answer questions about using Canvas.

Can provide guidance on what concepts to work on with a tutor.



Tutor

Can answer general questions about course concepts.

Can answer general questions related to an assignment you are working on.

Cannot answer specific questions about your course.

Cannot answer resource or system access questions related to Canvas.

Should always be shown the same respect for their time and integrity that you show your instructor.