

## Creative Ways to Use Tutors

*Here is a list of possibilities you may want to explore with your supervisor as you work together this semester. Let us know if you are doing something successful you want to share with other instructors and tutors and we'll include it here. Contact Donna Waggoner, Tutorial Center Coordinator, at [waggoner@sbcc.edu](mailto:waggoner@sbcc.edu) or X 2667.*

### **A few options for weekly tutorial times are**

- requiring tutoring appointments for some or all students
- having the tutor circulate a sign-up list at the beginning of the semester for individual, pair, or small group weekly appointments
- requiring all students to see a tutor during the semester as part of their course grade
- offering extra credit for tutorial appointments
- filling out a referral form to specify what work a student is to do during a required tutorial
- arranging drop-in hours during a variety of time slots
- having the tutor meet with students to review their notes and discuss note taking strategies

### **In the classroom or lab, tutors can**

- help facilitate small group exercises or discussions
- assist students with peer response for essay writing
- work with individual students who require additional support

### **During drop-in appointments, tutors can**

- answer content-related questions or concerns
- assist students with study and organizational skills
- review essay drafts or work-in-progress with students
- review lecture material with students in preparation for exams, essays, or projects

### **Bring your tutor on board by**

- providing tutors with additional worksheets or exercises to use with students to help strengthen students' content knowledge, skills, or test preparation
- developing assignments that contain a tutor component
- informing your tutor of schedule changes, tests, and assignments
- reminding your students of the tutor's drop-in hours and/or your requirements
- letting your tutor know how he or she is doing

### **Keep in touch with your tutor by**

- exchanging contact information and office hours
- meeting periodically to discuss tutoring arrangement and student progress
- completing and discussing the Tutor/Instructor Evaluation form

***On-going communication between the instructor and tutor will ensure specific support of classroom instruction, course objectives, and student learning outcomes.***