How to Prepare for College Tutoring Sessions

Adapted from:
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http://www.ehow.com/print/how_5490279_prepare-college-tutoring-sessions.html

It is important to prepare for each tutoring session!
Many people that work with a tutor don't understand what is expected of them as students. While each tutor has his/her own set of expectations, these general guidelines provide a starting point for most tutoring situations. In Drop-In tutoring labs, expect the tutor to work with multiple students, including you.

Things That May Come In Handy
- Paper and Pen
- Course Materials; Text, Lecture Notes, Syllabus, Assignments
- Post-it Notes or Paper Clips
- A list of specific questions to ask the tutor about your assignment

Steps to Help You Prepare

1. When you do your homework before your tutoring session, label the top of your notebook paper with the course name and the page number from the textbook in which you are working. Label your lecture notes in a similar fashion.

2. If you haven't tried to do all of your homework, you won't know what questions to ask your tutor

Complete as much of your homework and assigned readings as you can before you arrive for tutoring. Similar problems or questions are often grouped together so that you may not understand three or four consecutive questions. However, if you move on through the entire assignment, you may understand some of the later questions.

Work as much of each problem as you can or answer each question to the best of your ability. This is the only way that the tutor can see the types of difficulties that you are having with the assignment.

Don't be afraid of making errors because those tell the tutor what you don't understand.
Leave spaces to complete the portions of the problems or questions that you do not understand.
3. **It saves time when you have a list of items that you did not understand**

Make a list of the specific paragraphs that you do not understand while reading your text. For example, "P. 123, col. 2, par. 3." Do the same when reviewing lecture notes.

A sheet of notebook paper folded lengthwise in thirds makes a great place to jot down this list. This saves time during your session.

4. **Be able to turn right to the page in your textbook where you are working**

Place post-it notes, paper clips, or rubber bands on pages of the book where you are working, as well as in the answer section in the back of the book or in the index, so that you will not waste time looking for them during your appointment. It is also helpful to mark reference sections in the back of the text (glossary, index, answers, etc.).

5. **Prepare specific questions ahead of time**

Be prepared with specific questions to ask the tutor about your assignment, readings, and lecture material.

A tutor's job is to help you understand difficult concepts so that you can understand material and complete your homework.

**It is not the tutor's job to do your homework for you, to give you the answers, or to sit with you while you do your homework.**

6. **Get out your book and get ready to work!**

As soon as you arrive to tutoring, get your book, notes, and other class materials; open your text to the page where you need assistance; and get out your pencil or pen. Be ready to work!

7. **Everyone learns differently**

It may take the tutor a couple of sessions with you before s/he finds the way in which you learn best. If you know your learning style, share that information with the tutor. If you don't know your learning style, consider taking an online learning style quiz.

Be patient while the tutor finds the best way to explain concepts to you. Remember that not every tutor explains concepts the same way.

8. **If you are a person with a disability, contact Disability Services**

If you are a person with a disability, consider letting the Disability Services and Tutoring Services know. Disability Services staff can address appropriate accommodations and offer suggestions on how to self-advocate in tutoring sessions & in the classroom. Call 715 803 1469, email StudentSuccessCenter@ntc.edu, or stop in C132 on the Wausau Campus.
Additional Tips & Suggestions

- A tutor may recommend a resource that could help you with your class work. The tutor is not trying to load more work on, but is simply letting you know what other resources are available to you besides one-on-one assistance.
- Do not become personally involved with your tutor.
- Maintain good communication with your instructor, Drop-In tutors, advisor, and Student Success Team.
- Check your NTC email regularly!

List of Links

How to Prepare for College Tutoring Sessions
http://www.ehow.com/print/how_5490279_prepare-college-tutoring-sessions.html

Multiple Intelligences Online Learning Styles Quiz
http://www.edutopia.org/multiple-intelligences-learning-styles-quiz

Disability Services
http://www.ntc.edu/current-students/disability-services

Tutoring Services
http://www.ntc.edu/current-students/tutoring