

# Math and Statistics Tutoring Training

## USU 2160 – Fall 2015

Class: Tuesday 3:30 – 4:30

Room: Engineering 302

Instructor: Cherise King

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**Required Text:** A course Packet will be provided to you

**Course Description:** USU 2160 is designed to enable academic tutors to become better tutors. This will be accomplished through a series of lectures, videos, in-class discussions, hands on learning activities, readings, assignments, and observations. Throughout the course tutors will assess and ameliorate their own personal learning strategies, communication skills, knowledge of the learning process, tutoring skills, and relationships with those around them. Tutors are encouraged to work together and support each other as they gain tutoring expertise.

**Certification:** Tutors who successfully complete all of the requirements for this course with a grade of B or higher will earn Level II Advanced Tutor Certification through the College Reading and Learning Association (CRLA).

**Prerequisites:** To enroll in this course a student must be hired as an academic tutor by a Utah State department. The student must also be tutoring for at least 8 hours per week.

**Class Attendance:** To meet CRLA II Advanced Tutor Certification requirements students must have a minimum of twenty hours of instruction. This instruction will be provided through face-to-face instruction, as well as through readings and assignments outside of class. Class attendance is mandatory. If illness or an emergency requires a student to miss class, he/she must discuss with the instructor how to make up the missed class time and instruction.

### **Course Assignments:**

- **Content Specialist:** Each semester there are several topics that seem to reappear as difficult topics for students to understand. To better help these students each tutor becomes a content specialist on at least one topic. Study the topic, think about where students might have difficulties, develop multiple ways to approach the topic to help students understand, prepare a practice problem, and be prepared to answer questions on the day the topic is due.
- **Tutor Observation:** You are required to observe at least two tutors during the semester. You may do this during a slow minute in the tutoring lab, or you may go into the lab at another time to observe other tutors. Use the tutor observation form. Afterwards only share what you observed with the tutor if asked to share. You will share what you learned with the class.
- **Final Project:** Throughout the course of the semester you will learn many things about tutoring. At the end of the semester you are expected to present a project to explain what you have learned about tutoring. Use any format you would like to present what you have learned.

**Disability Statement:**

Students with ADA-documented physical, sensory, emotional or medical impairments may be eligible for reasonable accommodations. Veterans may also be eligible for services. All accommodations are coordinated through the Disability Resource Center (DRC) in Room 101 of the University Inn, (435)797-2444 voice, (435)797-0740 TTY, or toll free at 1-800-259-2966. Please contact the DRC as early in the semester as possible. Alternate format materials (Braille, large print or digital) are available with advance notice.

## Tentative Course Schedule

<b>Date</b>	<b>Topic</b>
September 1	Definition of tutoring/responsibilities/ guidelines/ Introduction to Tutoring
September 8	Tutor vs. Professor, Goal Setting
September 15	Communication Skills
September 22	Learning Styles/ Brain Dominance
September 29	Tutoring Process
October 6	Diversity Panel – Brooke, Tony, Dennis
October 13	Role Modeling/ Critical Thinking Skills/Identifying and Using Resources
October 20	Discussion of Tutoring with an advanced tutor
October 27	Tutoring in a Specific Skill – Learn from each other
November 3	Tutoring in a Specific Skill – Learn from each other
November 10	Probing questions/ Active Listening and paraphrasing
November 17	Modeling Problem Solving/ Assessing or Changing Study Behaviors
November 24	No Class – Thanksgiving Break
December 1	Final Projects
December 8	Final Projects