



MASTER COURSE OUTLINE

Prepared By: Kara Garrett

Date: April 2013

COURSE TITLE

Tutor Training I

GENERAL COURSE INFORMATION

Dept.: EDUC

Course Num: 133

(Formerly:)

CIP Code: 13.1201

Intent Code: 21

Program Code: 402

Credits: 1-2

Total Contact Hrs Per Qtr.: 11-38

Lecture Hrs: 13

Lab Hrs:

Other Hrs: 25

Distribution Designation:

COURSE DESCRIPTION (as it will appear in the catalog)

This course provides an introduction to tutoring adults

PREREQUISITES

None

TEXTBOOK GUIDELINES

Handouts or appropriate text as determined by department

COURSE LEARNING OUTCOMES

Upon successful completion of the course, students should be able to demonstrate the following knowledge or skills.

1. Define tutoring and tutor responsibilities
2. Identify basic tutoring methods
3. Demonstrate the ability to set goals and plan for an effective tutor training session
4. Demonstrate basic tutor behaviors for role modeling effective study skills
5. Demonstrate techniques for successfully beginning and ending a tutor session
6. Demonstrate effective communication, listening and paraphrasing for tutoring purposes
7. Model effective problem solving skills
8. Identify external resources for student referrals

INSTITUTIONAL OUTCOMES

COURSE CONTENT OUTLINE

1. Definition of tutoring and tutoring responsibilities
2. Overview of tutoring guidelines, philosophy and ethics
3. Learning styles
4. Beginning and ending a tutor training session
5. Tutoring Do's and Don'ts
6. Role Modeling
7. Cultural values and biases in learning and teaching
8. Setting Goals and Plans for an effective tutor training session

- 9. Communication, active listening and paraphrasing
- 10. Referrals and external resources for students
- 11. Study skills, problem solving and critical thinking

DEPARTMENTAL GUIDELINES *(optional)*

Initial 6 hours of training, 25 hours of tutoring, 7 hours of seminar contact during quarter

DIVISION CHAIR APPROVAL

DATE