Starting and Ending Tutoring Sessions

Tips for Starting Tutoring Sessions

(Ten Tips for Starting Tutoring Sessions); (Lipsky, 2010)

1. Acknowledge all students with a smile and a friendly greeting.
   - **"Hello! How are you doing today? Are you here for help with _____?**
2. Ask the student to sign in *before* you begin tutoring.
   - **"Before we begin, can I get you to sign in please?"**
3. Find out if this is the student's first visit or not. If it is, then let the student know what to expect. This will help put him/her at ease.
   - **"Have you ever been to tutoring before? No? That's fine. Here's what we can help you with at this tutoring center."**
4. Ask the student with what specifically he/she would like to be helped. Remember: all students are different and all students learn differently.
   - **"How can I help you? Where are you stuck? What is the most difficult part of the assignment for you?"**
5. Try to assess the preparation level of the student. Tutoring somebody who is coming in because they were reviewing their notes and noticed a gap is way different than tutoring somebody who doesn't even take notes.
6. Try to establish common ground. Have you taken a course with the same instructor? Have you done a similar assignment? Do you remember struggling with something similar?
   - **"Yeah, I remember that assignment from when I took _____ with _____."**
7. If the student seems upset, allow him/her to vent briefly, and then try to refocus him/her on positive steps to solving problems and gaining understanding.
   - **"I totally understand why you're upset and frustrated. Why don't we work on some strategies for a while and then we can re-evaluate?"**
8. Let the student start the problem before you jump in. Find out what the student already knows about the topic and identify gaps in knowledge.
   - **"How would you start the problem?"**
9. Set and articulate reasonable goals.
   - **"Let's work on a few problems together and then you can work on a few on your own. How does that sound?"**

Tips for Ending Tutoring Sessions

(Tips for Ending Tutoring Sessions)

1. Review the information you went over in the session. Confirm that the student understands the content you went over.
   - **"Okay, so we talked about _____, _____, and _____. Are you comfortable with everything we covered?"**
2. If you want to, get feedback on how you approached the session.
   - **When I went over the problems, I did it like _____. Did that work for you? Would you have liked it said in another way?**
3. End the session on a positive note.
   - **"You did well today. You're going to do great on the test tomorrow."**