Tutor Training Program
Session 1, 2007

Learning Objectives
By the end of the program new tutors should be able to:

1. Value the importance of the tutor’s role in the student learning process
2. Prepare effectively for tutorials and draw on a range of teaching techniques
3. Integrate active learning strategies in order to maximize student engagement
4. Gain a network of peer tutors and an awareness of other resources available to assist their development as tutors
5. Manage themselves effectively as tutors and reflect on their teaching practice.

MODULE 1 PREPARING TO TUTOR
- Understanding the importance of the tutor’s role
- Establishing a relationship with your students
- Captivating the attention of your students
- Developing teaching techniques
- Structuring a learner-centred class
- Planning your tutorial

MODULE 2 FACILITATING INTERACTION
- Raising awareness of learning preferences
- Responding to diverse needs and abilities
- Asking and answering questions effectively
- Encouraging active learning
- Achieving participation through an awareness of cross-cultural backgrounds
- Assessing class participation

MODULE 3 SELF-MANAGING
- Building confidence
- Balancing your workload
- Dealing with difficult situations
- Reflecting on feedback
- Ensuring continuous development

DATES – SESSION 1, 2007
Module 1: Week 1 Friday 2 March 9.30am-1.30pm (lunch provided)
Module 2: Week 3 Friday 16 March 9.30am-1.30pm (lunch provided)
Module 3: Week 5 Friday 30 March 9.30am-1.30pm (lunch provided)

VENUE: Newton Building Rooms 306 and 307

REGISTRATION:
To register for this program, please email Andrea North-Samardzic at andreans@unsw.edu.au indicating your School affiliation, the Course/s you are tutoring and your Lecturer in Charge.

REMUNERATION:
It is an expectation of the Faculty that all new tutors will fully attend the 3 modules of this program. Tutors will be remunerated for their attendance and participation.