EDUC200
Tutor Practicum and Training I
Prerequisite: Must be referred by learning center coordinator
Room: BE2102
Meeting Dates & Times: 1st meeting Friday, October 7, from 2-4 pm, 2nd meeting Friday, October 21 from 2 – 3:30 pm, subsequent meeting times TBD
Fall 2011
Instructor: Maryann Firpo
Contacts: Contact your learning center site coordinator
BE Learning Center: Jamal Ahmed
BE2102, 934-0973
Jamal.Ahmed@seattlecolleges.edu
SAM Learning Center: Maryann Firpo
SAM221, 934-6995
Maryann.Firpo@seattlecolleges.edu
Nick Ueland
Nick.Ueland@seattlecolleges.edu
206-372-2821

Credits: Variable: 1 – 5

Course Description:
This course is a hybrid training and experiential learning course designed to provide students with the strategies, techniques, and interpersonal skills necessary to become an effective tutor. The online component of this course will be accessed using WAMAP, a course management and assessment platform. This course entails practical experience in an academic support setting. Course topics will include the following: learning center policies, procedures and philosophies, the duties and responsibilities of a tutor, available campus academic support services, facilitating students’ growth into successful independent learners, interpersonal communication, tutoring diverse populations and populations with special needs, strategies for assisting students in specific subject areas, and understanding of and appropriate accommodations for individual learning styles.

Learning Outcomes:
• Learning Center Policies and Procedures
  o Students will understand the general policies, procedures, and philosophies of SCCC’s learning centers and the expectations, duties, and responsibilities of tutoring
  o Students will understand what makes an effective tutor, and use that understanding to build productive and successful tutoring sessions
• Campus Academic Support Services
  o Students will learn the missions of the different academic support services offered on campus, how to access them, and be competent referring students to the appropriate sites
• Interpersonal Communication
  o Students will develop their interpersonal skills and incorporate strategies for effective communication and listening, learn how to set boundaries and handle difficult situations and/or problems encountered in tutoring situations
• Tutoring Diverse Populations
  o Students will learn to appreciate cultural differences, understand how to tutor diverse populations and use strategies developed to effectively tutor students from various cultures and those with special needs
• Learning Theory, Memory, and Learning Styles
  o Students will demonstrate knowledge of learning theory and memory, and effective strategies/study skills to enhance student success, including strategies for assisting students in specific subject areas
- **Independent Learning**
  - Students will learn to recognize the characteristics of independent learners and develop strategies that support and facilitate tutees’ growth into successful independent learners

- **Evaluation and Reflection**
  - Students will have the opportunity to reflect on their growth as a tutor/mentor, how they have incorporated the course content into their tutoring/mentoring, and the effectiveness of the training program

**Course Grade Breakdown:**
- Attendance: 40%
- WAMAP Journal Entries: 30%
- Campus Support Services Scavenger Hunt/Presentation/Quiz: 30%

**Course Assessments:**
- **Attendance: 40%**
  - Students are expected to attend all in person training sessions. The first meeting is October 7 from 2-4, the 2nd on October 21 from 2-3:30, dates and times for subsequent meetings TBD.

- **WAMAP Journal Entries: 30%**
  - Students will complete online journal assignments/reflections that will allow them to critically reflect on how they are implementing and integrating the course concepts and strategies into their tutoring/mentoring experiences.

- **Campus Support Services Scavenger Hunt/Presentation and Quiz: 30%**
  - In groups, students will research and present a report on SCCC’s support services. The presentations will take place on Friday, October 21, from 2-3:30. Students will then take a WAMAP follow up quiz.

**Course Grade:**
In this course, 95% assures you of a 4.0, and you will need a grade of at least 80% in order to achieve mastery of the coursework.

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<th>Percentage/Grade</th>
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<tbody>
<tr>
<td>95 – 100%</td>
<td>4.0</td>
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<td>90 – 94%</td>
<td>3.5 – 3.9</td>
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<td>80 – 89%</td>
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<td>70 – 79%</td>
<td>2.0 – 2.9</td>
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<td>60 - 69%</td>
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<td>57 - 59%</td>
<td>0.7 – 0.9</td>
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<td>0 – 56%</td>
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If you do not officially withdraw from class according to the deadlines set by the college, you will receive a grade of 0.0.

If you need course adaptations or accommodations because of a documented disability, have emergency medical information or require special arrangements for building evacuation, please contact your instructor or learning center site coordinator within the first week of the quarter.

**Cheating:**
You are expected to conduct yourself with academic integrity at all times. Any of the following are considered cheating: copying another student’s work, looking at another student’s paper during an exam, allowing another student to copy your work, or using another student’s work without attribution. Cheating on any part will result in a zero grade for the entire assignment, exam, or project. In addition, a disciplinary report may be filed that becomes part of your permanent student record.