Academic Coaching

Asbury University CAE
Kinlaw 139, X2196

1st Session – You have two goals for your first session.

Goal 1: Make a connection

- Tell a little about yourself
  - Where you are in your studies
  - Why you like tutoring
- Find out some general information about your tutee
  - Year in school
  - A bit of background that you would like to know
- Find out specifics from your tutee
  - What the tutee hopes to get from working with an academic coach
  - What the top three concerns are for the tutee

Goal 2: Make a plan

- Organize
  - Ask for copies of all syllabi
  - Ask tutee to bring a planner or planner equivalent
- Commit
  - Set up a specific meeting time each week
  - Go over the contract and both sign it
- Prepare for 2nd session
  - Remind tutee to bring syllabi and planner
  - Decide together on which strategy to discuss in session 2
  - Affirm tutee for choice to make a positive change

2nd Session – You have two goals for your second session.

Goal 1: Comprehensive View

- Go over each syllabus point together
  - Point out important info
  - Answer questions
- Have tutee record tests, papers, projects in planner
  - Encourage color coding or spacing for hierarchy
  - Encourage tutee to keep track of grades earned

Goal 2: Strategy #1 (Example – ways to organize class information)

- Discuss methods that have worked or not worked for you
  - Ask tutee about methods that have worked
  - Ask tutee what isn't working
- Discuss value of being able to find information
  - Discuss importance of affective and effective (feelings and doing it right)
  - Have tutee decide which method to implement

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3rd Session – Planning for next semester

Goal 1: Asses how classes are going
- What has a tutee liked/disliked
- What are their current grades?

Goal 2: Review Bulletin Core Classes
- What classes has the tutee taken?
    - What core classes still need to be taken
    - Help map out a plan
- Strongly encourage scheduling a meeting with their advisor
    - Tell the tutee what has been valuable to you personally when meeting your advisor
    - How has it helped you personally?

Goal 3: Catalyst Center
- Discuss how they can help academically:
    - Choosing a major
    - Identify Skills, Values, and Interests
    - Goal setting
    - Explore career options
- Discuss how they can help with Job/Career
    - Explore job options
    - Help with resume writing
    - Help tutees network and Interview

4th Session – The end is in sight
Goal 1: Triage
- What assignments are due?
- When are finals?
- What is the plan on how to study for finals?
    - review study strategies
    - time management
- What are your current grades?

Goal 2: Prioritize
- Help tutee make a plan on which classes are most important to focus on
    - If you have a D in class x and an A in class Y
        - Pros and Cons of studying more for class X to bring up a D accepting that Class Y grade may go down to a B or C
- Help Tutee map out classes for next semester
    - What core class formation classes are still needed?
    - What major classes?