



## Guidelines for Working with Bates Study Center Tutors

### 1. Before you work on your homework, do the following:

- ☐ **Rework your notes** – i.e. redo and master the examples from your notes, identify areas that are unclear, add information to your notes, etc.
- ☐ **(Re)read the textbook**, work through and master all the textbook examples.
- ☐ **View an internet tutorial** (e.g. [www.youtube.com](http://www.youtube.com), [www.hippocampus.org](http://www.hippocampus.org)) to help deepen your understanding.
- ☐ **A tutor will help you learn new math skills and concepts as a foundation for your homework.** Homework is designed to test your mastery of new math skills and concepts AFTER you have put time and effort in to learning them. If you learn and understand the skills and concepts first (with the help of a tutor, if needed), then you will be ready to independently complete homework.

### 2. Be specific with your question(s).

- ☐ **A tutor cannot easily help a student** who over generalizes. For example:
  - "I don't understand Chapter 3"
  - "I can't do problem #11"
  - "I don't understand anything in my class"
- ☐ **A tutor can better help you** if your questions are specific. For example:
  - "I am reworking an example but do not know what to do now that I have taken the derivative."
  - "I am studying confidence intervals and I do not understand what the book means when it states..."
- ☐ **Practice asking your questions.** Write your questions down so you don't forget them.
- ☐ **A tutor will not help** you with take-home quiz or test questions (unless your professor provides a written statement on the quiz/test that tutor help is OK)
- ☐ **A tutor will help** you understand the concepts being tested and will work through a different problem with you.

### 3. Is there a tutor available to help you in your specific subject?

- ☐ All tutors in the Bates and Sol Study Centers can help with Algebra, Pre-calculus, and Calculus, so you can ask *any* tutor for assistance.
- ☐ If you are already at the Bates Study Center, look at the fabric bulletin board in the middle of the room to find out who is working and what subjects s/he tutors.
- ☐ If you are taking a course such as Statistics, Physics, or Discrete Math then look at our [tutor schedule](#) to find out which tutor(s) can assist you with your course.
- ☐ If you are taking Chemistry, Biology, or Engineering courses, then ask a tutor to direct you to the correct learning center.

When you are ready to work with a tutor, let one of them know. An ASC tutor can be identified by the **bright colored t-shirt** with "tutor" on the back and a **gold nametag**.