KPU Learning Centre Peer Tutor Training Objectives

Level I Objectives for 1 Day Training (6 hours)	Level II Objectives for 1 Day Training (6 hours)	Level III Objectives for 1 Day Training (6 hours)
Identify the Scope of Peer Tutoring in the Learning Centres	Manage Personal Stress	Analyze Your Personal Strengths as a Tutor
Define Peer Tutoring Roles and Responsibilities	Incorporate First Peoples' Principles of Learning to Support Tutees	Review Tutor Competencies
Behave Ethically when Tutoring	Develop an Intercultural Tutoring Practice	Analyze Approaches to Tutoring
Analyze Tutoring Situations Where Ethical Choices are Made	Practice Cultural Safety and Anti-Racist Tutoring	Build Tutoring Relationships Based on Trust and Expertise
Plan Tutor Sessions	Evaluate Tutees' Needs	Analyze Difficult Tutoring Situations
Utilize the Tutoring Cycle	Use Deep Questioning to Promote Critical Thinking	Consider Portfolio Thinking
Communicate Effectively as a Tutor	Tutor in Group Environments	Identify Information for Inclusion in a Tutoring Portfolio
Use Critical Questioning	Manage Difficult Tutoring Situations	Develop a Personal Tutoring Philosophy
Define Bloom's Taxonomy		Create a Personal Tutoring Portfolio
Use Referrals (When You Need Assistance)		
Identify When to Stop the Tutoring Process		

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Level I integration exercises using online resources (6 hours)	Level II integration exercises using online resources (6 hours)	Level III integration exercises using online resources (6 hours)
Follow Learning Centres Procedures Begin Tutor Certification Process Complete LASSI (study skills for success) and Debrief with a Learning Strategist Create Reflective Journal Entries on Tutoring Practices Integrate Adult Learning Basics into Tutoring Discuss Issues of Copyright (including Fair Dealing) Discuss Issues of Academic Honesty (Cheating & Plagiarism) Practise Academic Integrity Set a Professional and Welcoming Environment Shadow Tutoring Sessions Plan Sessions and Document the Tutor Processes Self Evaluate, Receive Tutee and Other Feedback, Create Tutoring Goals	Discuss Key Strategies for Academic Success Follow Learning Centres Procedures Continue Tutor Certification Process Complete TECII instrument and Debrief with a Learning Strategist Discuss Tutor's Legal Responsibilities for FIPPA, Human Rights and Harassment Issues Analyze Tutor Ethics in Action Revise Session Plans and Document the Tutor Processes Utilize Presentation Skills (use scripts for class visits) Create Reflective Journal Entries on Tutoring Practices Self Evaluate, Receive Tutee and Other Feedback, Create Semester Goals	Follow Learning Centres Procedures Complete TECII (2) and Debrief with a Learning Strategist Create Supplemental Materials for Tutees Collate Session Plans and Document the Tutor Processes Self Evaluate, Receive Tutee and Other Feedback, Create Future Goals Create Reflective Journal Entries on Tutoring Practices Consolidate a Personal Tutoring Portfolio Complete all Tutor Certification Processes, Create Future Goals

Tutor Learning Outcomes

Tutoring is a complex practice that embodies many learning processes and the fluid application of skills that go well beyond content knowledge as tutors interact with a wide range of tees and their needs. This tutor program aims, through training, education, mentoring, and opportunities for personal growth, to assist tutors to meet the following learning outcomes. We acknowledge that each tutor brings their own personal history and experiences to tutoring and encourage their use as building blocks to construct a reflective tutoring practice as they work towards these outcomes.

KPU tutors will have the knowledge, skills, and ability to:

- Follow Learning Centre recommended best practices and standards of service.
- Work independently with a diverse and widely-dispersed team in a tutoring environment.
- Use proficient communication skills in both oral and written English in a tutoring environment.
- Productively engage with accented non-standard English speakers.
- Adapt tutoring strategies and input to respond appropriately to differing learner needs.
- Balance the learners' expressed needs, the assignment instruction criteria, and the tutor's perceptions of the learning needs.
- Provide tutoring input that is feasible for learners to follow.
- Structure tutoring to conform to time limits and tutoring priorities.
- Search for, select, and demonstrate appropriate resources from a broad-range of academic materials.
- Judge when a referral is needed (when a request is beyond one's knowledge and ability framework) and effectively refer learners to appropriate resources.
- Employ ethical standards and practices which:
  - Encourage academic honesty.
  - Encourage learner independence/responsibility.
  - Adhere to the KPU code of ethics for tutoring.
- Maintain tutor role boundaries.
- Explain and apply KPU tutoring policies and procedures.
- Commit to ongoing development of tutoring skills through ongoing training programs and mentoring opportunities.