

Peer Tutoring Syllabus

Daily Participation Grade = 50%

Peer tutoring is not a class where the work can be made up or done outside of class. This is a class where your attendance and attitude determine the outcomes of the students with disabilities. Since almost all of your work is done in class with the students, then most of your grade will be on that daily work.

This grade is awarded daily as follows;

- ** 0 points for not in class;
- ** 1 point for in class but working on homework from another class w/o teacher permission
- ** 2 points for in class and working on homework from another class with teacher permission
- ** 3 points for in class and working with student with an unsatisfactory attitude
- ** 4 points for in class and working with student with a satisfactory attitude
- ** 5 points for in class and working with student with an excellent attitude

Assignments = 25%

For peer tutoring I & II, the assignments will be provided through the KY Peer Tutoring Website. For peer tutoring III & IV, I will provide the assignments directly. The break down of the website is as follows:

- Peer Tutoring I: Units 1 – 6
 - 1 final activity
- Peer Tutoring II: Units 7 – 12
 - 1 final activity

In each unit, there is an introductory page, four to five additional pages, and a set of activities that need to be completed. The activities are boxed for clarity. Before taking the quiz for the unit, all activities must be completed and turned in. The activities and the quiz grades will count as the unit grades; the average of your activities and quiz grades will make up your grade for the assignments. The purpose of the website is so that each peer tutor will be able to work at his/her own pace in the modules and the activities. You will be allowed to take each quiz a maximum of 2 times.

Culminating/Final Activity = 15%

After the units are completed each peer tutor will be expected to complete a culminating activity. You will need to get approval from me for the topic of your culminating activity. Once we have decided upon that culminating activity, I will develop a grading rubric for your activity (you may assist in the development of that rubric). All culminating activities must be completed and turned in within 1 week before exams begin. A list of recommended culminating activities is included within the KY Peer Tutoring web site.

Observations = 5%

Each peer tutor will have 2 observations conducted during the class term. The total number of points possible for the observations is 10. You will be shown the observation form during training. The observation dates will not be discussed with the peer tutor prior to their occurrence, so you have to be prepared at any time! After the observation occurs, I will review with you the results of the observation. The activities that will be observed will be scored by a U (unsatisfactory), S (satisfactory), and E (excellent).

11 – 14 E's = 5 points

6 – 10 E's = 3 points

1 – 5 E's = 1 point

Journal Entries = 5%

Each peer tutor will be responsible for keeping a running journal. You will be asked to make an entry every Friday and to turn the journal in to me on Monday morning. If you wishes to write in the journal more often, that is fine, but will be graded for the Friday entry. The purpose of the journal is for the peer tutor to be able to express feelings of joy and frustration, and to have the opportunity to ask questions. The journal also enables me to keep up with your progress as a peer tutor. Each weekly journal entry will be scored 1 – 5 points. The points will be rewarded depending on the effort and thought put into your journal.

There are several different things that you must keep up with for the peer tutoring class. My recommendation is that you have a peer tutoring binder to keep everything organized and in one place. In the binder, you could separate the sections for journals, observations, handouts, and assignments. When each assignment is graded and returned, you may then add it to your folder. The journal is a running journal and the entire journal is expected to be turned in every Monday morning. Do not just turn in one piece of paper. If you are out of school, then the first day that you return the journal must be turned in. All of the units are expected to be completed by _____ . You are able to work at your own pace, but do not wait until the last minute and expect an extension on the due date. You will have plenty of time to get the work done. The culminating activity is to be completed by _____. This will allow me to get it graded and returned to you by the end of the term.

If you miss a lot of school, your daily grade will be low. You will have a chance to make up the missed points. Each time that you 'hang out' at school with one of the students with a disability, you can earn 5 daily points. If you can document email correspondence with a student with a disability, then you can also earn 5 daily points. Soon you may find that you want to hang out with the students even though you do not need the points! Please see me for further explanation.

This is a lot of information. We will go over it in detail during the training. Please keep up with your work and with your grade. I will be glad to get your grade to you, just ask.