

# 15 Tutoring Tips

1. Use simple language. Try not to use jargon, because your learner may not understand it.
2. Teach a small part of a concept. Less is more. Make sure your learner understands the small thing you are trying to teach before moving on to other concepts.
3. Writing is important, and both reading and writing will improve more quickly if both are taught together. Since writing is typically more difficult, sometimes tutors and learners write less than they read. Include a writing activity in each tutoring session. Even copying can teach valuable lessons about grammar, punctuation, capitalization, etc.
4. Plan to teach a new concept and then teach it in many different ways. When your learners have mastered it, go back regularly to review it so they don't forget.
5. Pictures can be useful teaching tools. Bring in pictures to start a discussion, for a writing activity, to build vocabulary, or to explain a difficult concept. You can find a lot of pictures on the internet.
6. Use the Teach Back method. When your learners become teachers they can demonstrate their knowledge and gain confidence because they have become teachers, too.
7. Before reading a text, talk about it. Introduce new words, ask what your learner knows about the topic, and look at all headings, captions, and pictures. Predict what it will be about. Go back to those predictions while you're reading and after.
8. Bring in real-life materials, such as maps, bus schedules, work schedules, notes from a school, menus, forms, etc. because these are the items your learners will encounter every day. Ask your learners to bring in materials that they are having difficulty with.
9. Use an erasable board, because sometimes just being able to erase and try again will help learners feel more comfortable. If the learners use a white board, it can also help them build confidence and improve presentation skills.
10. Find out what interests your learners and make those topics part of your lessons.
11. Ask for feedback from your learners. Do they feel they are learning? Did they like a particular activity? Do they want to do it again?

12. Editing someone else's mistakes can be better than always editing the learners' mistakes. Make up similar exercises based on the errors you are seeing in their writing.
13. Spend a few minutes reading out loud to your learners. Ask them to follow along and then stop and ask comprehension questions.
14. Go at your learners' pace. Do they feel it's too fast or too slow? Or is it just right?
15. Have fun! Learners and tutors are more likely to stay with the program longer if it is fun. Learning is difficult so the more fun you have together, the better.