



QuickRef 3
Participating in tutorials

Tutorials are useful for:

- Consolidating your understanding of a topic/reading/lecture
- Examining a topic critically by
 - asking questions
 - giving an example
 - making links to related topics / ideas.

Attendance

Regular attendance is advisable. However, the decision to attend is often left entirely to the discretion of the student. Note that for some classes attendance is *compulsory* whereas for others there can be a minimum number of tutorials that a student must attend. In some subjects, marks are awarded for student participation. Check with your tutor or in your Unit Guide.

Preparation

It is essential to complete the required reading before your tutorial so that you can participate fully in the discussion. Think of some questions arising from the reading or the lecture that you can ask during the tutorial.

To contribute:

- Think of several questions/examples/comments you would like to make. Form them into sentences; practise them in your head and out loud.
- Look for pauses during the tutorial session to enable you to enter the discussion.
- Indicate that you want to speak by making eye contact with the tutor or by taking a more alert body posture.
- You can enter the discussion by:
 - agreeing with what someone has said and adding your own thoughts
 - disagreeing with what someone has said and providing reasons for your position
 - raising new points / questions.

After the tutorial:

- Contact the tutor to clarify any important points you didn't understand
- Finish any unfinished work.
- Revise. Sit down and consolidate the concepts that you have learned.
- Enter questions in your notebook; write answers.
- Check terms/ jargon.
- Associate concepts with terms.

Other useful references

So what is a tutorial? James Cook University Study Skills online
<http://www.jcu.edu.au/studying/services/studyskills/tutorial/>

Tutorials Skills JCU Study Skills online
<http://www.jcu.edu.au/studying/services/studyskills/tutorial/tutskills.html>

Making the most of tutorials. University of Canberra
<http://www.canberra.edu.au/studyskills/learning/tutorials.html>

How to get the most out of tutorials. LLSU University of Melbourne
<http://www.services.unimelb.edu.au/lisu/pdf/flyers/study/study005.pdf>