

NCCS 406: SUPERVISED TUTORING

Foothill College Course Outline of Record

Heading	Value
Effective Term:	Summer 2022
Units:	0
Hours:	60-360 hours laboratory total per quarter.
Degree & Credit Status:	Non-Degree-Applicable Non-Credit Course Basic Skills
Foothill GE:	Non-GE
Transferable:	None
Grade Type:	Non-Credit Course (Receives no Grade)
Repeatability:	Unlimited Repeatability

Description

This course provides instructional oversight and supervision of tutoring in various academic subjects through a designated learning center to augment classroom instruction. The course requires a referral from a subject-area instructor, counselor or supplemental instructor.

Course Objectives

The student will be able to:

1. Assess and interpret challenging course content from academic classes.
2. Apply study strategies and computer skills toward mastery of academic course material.
3. Apply reading, writing, ESL and/or mathematics skills to specific academic courses.
4. Develop a study plan to succeed in quarter-long academic courses.
5. Explain the importance of self-confidence in the learning process.

Course Content

1. Academic course material interpretation
 - a. Specific topics related to academic course content
 - b. Specific materials related to academic course
2. Study and computer-related strategies
 - a. Goal-setting
 - b. Textbook studying
 - c. Problem-solving techniques
 - d. Note-taking
 - e. Test-taking techniques
 - f. Websites related to academic course material
 - g. Websites related to studying academic course material
 - h. Research websites related to in-depth study of course material
 - i. Homework assignments created on the computer
3. Reading, writing, ESL and mathematics assignment support
 - a. Active reading strategies
 - b. Strategies for completing writing assignments

- c. Strategies for interpreting course material for ESL students
 - d. Algebraic equation strategies
4. Elements of a study plan
 - a. Time management plan
 - b. Textbook reading plan
 - c. Test preparation plan
 5. Self-confidence
 - a. Importance of success in coursework
 - b. Importance of success in college

Lab Content

1. Practice and explore multiple strategies for reading and annotating
2. Practice and explore multiple strategies for writing and organizing essays
3. Practice and explore multiple strategies for developing study and critical thinking skills
4. Practice and explore multiple strategies for solving mathematical equations

Special Facilities and/or Equipment

Internet access and computers.

Method(s) of Evaluation

Methods of Evaluation may include but are not limited to the following:

Completion of homework as assigned by parent course instructor
Completion of additional exercises beyond those assigned by parent course instructor

Method(s) of Instruction

Methods of Instruction may include but are not limited to the following:

Work in groups
Individualized instruction
Work on computer

Representative Text(s) and Other Materials

Hacker, Diane, and Nancy Sommers. A Pocket Style Manual with Exercises, 9th ed.. 2021.

Kaufman, Lester, and Jane Strauss. The Blue Book of Grammar and Punctuation. 2021.

Textbook(s) from the referring course(s).

Types and/or Examples of Required Reading, Writing, and Outside of Class Assignments

1. Homework assignments:
 - a. Topics are assigned by course instructor
 - b. Completion of assignments both online and hand-written/word documents
2. Laboratory assignments:

- a. Topics are assigned by course instructor
 - b. Completion of assignments both online and hand-written/word documents
3. Additional coursework:
- a. Practice work provided by tutor that showcases basic and more challenging usage and application of needed skills
 - b. Reading and annotating assigned articles and texts

Discipline(s)

Student tutors will be supervised by either a faculty member with minimum qualifications in the parent course discipline and/or a faculty member with minimum qualifications in the discipline of Learning Assistance or Learning Skills Coordinators or Instructors, and Tutoring Coordinators.