Tutoring And Writing Center LibGuide

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Task

- Create a LibGuide for the Tutoring and Writing Center
- To be used by Learning Assistants and other support staff who work directly with students
- Combine all relevant materials into one place
- Allows for easy editing in the future
Background Information
Frederick Community College Library

- 2008, Writing Center completed 400 tutoring sessions per semester
- 2015, Writing Center merged with the Tutoring Center
  - 1000 students completed over 3000 sessions
- January 2016, Tutoring and Writing Center merged with Library Services to create the Bess and Frank Gladhill Learning Commons
  - Over 1200 students completed 4600 sessions

Online Searching

- Understanding information retrieval practices
- How users search for information
  - Helped with organization of labels and content
  - Most important or common items searched for should be easiest to access
Information Architecture

- “Where am I? What’s here? Where can I go from here?”
- Top-down navigation
- Labeling
  - Contextual links
  - Task-oriented organization scheme

Process

- Meeting with Writing Center Director and Tutoring Center Coordinator about goals and scope
- Completed several Springshare trainings to be better prepared with the LibGuide format
- Gained access to necessary files through Microsoft Outlook and BlackBoard
Process Cont’d

- Implemented techniques learned in courses
- Organized materials into clear sections
- Met periodically with Learning Commons Director for feedback
- Work in Progress!

Introduction to Information Technology

- HTML assignment
  - Create your own webpage
    - Helped with understanding basic coding, easy stylistic changes, embedding media, etc
  - Basic understanding of HTML is useful when creating LibGuides
    - Importance of embedding media and documents
    - Ability to make simple stylistic changes
Electronic Resource Management

- Link resolvers
- Making access simple and clear
- Knowing which issues can be resolved by whom
- Understanding how electronic resources work behind the scenes

Resources

- Springshare.com
- Frederick Community College Blackboard site
- Frederick Community College Outlook shared files
- TWC Resources LibGuide
TWC Resources: Assisting ESL Students

Resources for Assisting ESL Students

- "Rethinking Writing Center Conferencing Strategies for the ESL Writer" by Judith K. Powers
  Presents an argument for more directive strategies for ESL writers
- "Tutoring ESL Students in Online Hybrid (Synchronous and Asynchronous) Writing Centers"
- Purdue Writing Lab ESL Faculty Guide 2017
- "Insights into Cultural Divides" by Nancy Hayward
- "Avoiding Appropriation" by Carol Saviano
- "Strategies for Teaching ESL Students" TTYA Conference, Annapolis, 11/26/14, essential knowledge for anyone who supports student learning about language acquisition processes, including how long it takes to acquire proficiency in academic writing
- "Editing Line by Line" by Cynthia Limville
  Insights into spotting the top six most frequently occurring patterns of unstable (rule-based) errors in second language writing
- "Supporting the ESL Student"

Writing Across Borders Video Series

Writing Across Borders (part 1)
- Part Two
- Part Three
- Supporting the ESL Student

TWC Resources: Assisting Exceptionality

Learning Disabilities, What Are the Different Types?

- Asperger’s Syndrome vs Nonverbal LD: The Same or Different?
- What is ADHD?
- What is Asperger’s Syndrome?
- What is Autism Spectrum Disorder?
- What is Dyslexia?
- What is Nonverbal Learning Disability?

Resources for Assisting Students with Disabilities

- Basic Steps
- Tax for Working with Students with Disabilities
- Disability Training Handouts
- Academic Support for Students with an Autism Spectrum Disorder

Understanding, Supporting, and Tutoring Students with Disabilities PowerPoint
- Understanding, Supporting, and Tutoring Students with Disabilities
TWC Resources: LC/TWC Policies and Procedures

Core Values

Create a welcoming, collaborative learning space for all students.

Motivate students to problem-solve, think critically, and engage in their own learning.

Assist students in learning how to develop confidence in their own abilities as writers, thinkers, readers, and researchers.

Empower students to become confident, curious, independent learners.

Be flexible.

Work as a team to support learning.

Inspire academic excellence so students can successfully achieve their academic, personal, and professional goals.

Our Vision and Mission

We value all learners.

Foster students' academic success outside the classroom.

Links to Employee Handbooks

- Tutoring and Writing Center Handbook
- Learning Commons Employee Handbook

TWC Resources: LC/TWC Policies and Procedures

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