Tutoring And Writing Center LibGuide

Jenna Wolf, University of Kentucky, Lexington, KY

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
- "Tutoring ESL Students in Online Hybrid (Synchronous and Asynchronous) Writing Centers"
- "Perdue Writing Lab ESL Faculty Guide 2017"
- "Insights into Cultural Divides" by Nancy Hayward
- "Avoiding Appropriation" by Carol Saverino
- "Strategies for Teaching ESL Students" TESOL Conference, Anaheim, 11/05/04, 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

Writing Across Borders Video Series

- Part Two
- Part Three
- Supporting the ESL Student

TWC Resources: Assisting Exceptionality

Videos Describing Different Learning Disabilities

- 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
- Tips for Working with Students with Disabilities
- Disability Training Handout
- 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