ACADEMIC SKILLS

University Libraries, Writing Center, Center for Tutoring and Academic Excellence
Loyola University Libraries
LIBRARY ORIENTATION FOR TRANSFER STUDENTS

WELCOME!

http://libraries.luc.edu
Things to Know Now

THE BASICS

Locations
Hours & Getting In
Group & Individual Study Areas
Equipment Checkout
Printing, Scanning & Copying
Off-Campus Access
Library Website

http://libraries.luc.edu
Things to Discover

DIVING INTO RESEARCH

Explore the Collection
Research Guides
Subject Specialist Librarians
Research Consultations
How to Get Help

http://libraries.luc.edu
THE WRITING CENTER

Our mission: “All writers—of all levels of ability—can benefit from having an experienced writer respond to their work”
WHAT THE WRITING CENTER DOES

• We provide free peer-to-peer tutoring to undergraduates, graduates, and faculty with any writing project at any stage in the writing process

• **Locations**: Information Commons 221 and Corboy Law Center 811
MISCONCEPTIONS ABOUT THE WC

• “The Center is by / for English majors”
• “The Writing Center is remedial”
• “The Writing Center will fix your paper for you”
OUR TUTORS

• Our tutors are undergraduate and graduate students from a variety of majors and disciplines

• We offer experienced, discipline-specific support
ESL / ELL SERVICES

- Trained tutors and ESL specialists on staff help with the conventions of academic writing.

- Students may also make face-to-face appointments to assist with spoken English.
WC ONLINE RESOURCES

• Use the WC online account on our website to schedule appointments
• Try our online tutoring sessions
• Check out Loyola’s Online Writing Lab for help with professional writing, grammar, citation style, and many other writing subjects
THE WRITING CENTER

Check us out on Facebook @lucwritingcenter and Twitter @loyola_writing!

VISIT OUR WEBSITE

Come join our team!
CTAE MISSION

• The Center for Tutoring and Academic Excellence supports the mission of Loyola University Chicago by providing FREE academic services and resources that assist in developing skills that increase knowledge and academic independence for all undergraduate students.

• Through collaborative learning services, the CTAE helps to contribute towards student success and the retention efforts at Loyola University Chicago.
THE CTAE HAS SEVERAL LOCATIONS

- **Sullivan Center**, Room 245: Main LSC Location
- **LLRC** (Language Learning Resource Center): Crown Center
- **Water Tower Campus**: Maguire Hall, Room 334
- **Athletics Center**: Norville
- **Maywood Campus**
WHAT SERVICES DO WE OFFER?

- Supplemental Instruction (SI)
- Academic Coaching
- One-on-one and Small Group Tutoring
- Academic Skills Workshops
- UNIV 112: Strategies for Learning
How do I make an appointment?  

*tutortrac.luc.edu*

- Who will be my tutor?  
  - *All of our tutors are peer tutors who have previously achieved an A in the course(s) they tutor. They have all been recommended by professors and thoroughly trained.*

- Who will be in my group?  
  - *You will be matched with 1-7 students from your course.*

- How long is a tutoring session?  
  - *One hour*
Welcome! Please Log in

Enter your username and password, then press your Enter key or click the Login button.
Welcome Loyola University and ALL students!
Please log in using your assigned account and PASSWORD. Select your course and click the red button "Reserve" to schedule an appointment. If you have any scheduling issues, contact your advisor in Room 245 at 773-508-7708. Edit your schedule as needed.

Student Options
- Search Availability...
- Confirm Block...
- Search Resources...
- Visit History...
- Document Post...
Enter the search criteria and click Search.
Enter the search criteria and click Search.
Supplemental Instruction (SI) integrates tutoring directly into the classroom.

- SI Leaders (tutors) are students who have excelled in a course and have been invited back as a tutor by the professor.
- They regularly meet with the professor, attend the course lectures, and host two 90-minute drop-in style review sessions each week.
- Any student in the course is able to attend these sessions at any point during the semester without needing to make an appointment online.

SI is a peer-assisted program available for Loyola students in targeted Biology, Chemistry, Physics, and Math courses.
ACADEMIC COACHING

- Academic Coaching is a vital tool in any student’s education.
  - Our academic coaches are all graduate students that are eager to work with students to develop and strengthen academic skills through weekly appointments.

- Through Academic Coaching, students learn to:
  - Reinforce study habits
  - Discover new study skills
  - Identify personal learning styles and ideal study environments
  - Improve time management skills
  - Manage stress
  - And much more!
SIGN-UP FOR ACADEMIC COACHING

• Go to luc.edu/tutoring
  – Click “Our Services,” then “Academic Coaching,” then “Sign-Up for Academic Coaching”
  – Click the link; once you complete the online form, CTAE staff will contact you and match you with an academic coach
During the academic year, the CTAE academic coaches offer an ongoing series of workshops addressing some of the most requested skills, including:

- Time management
- Test taking skills
- Note taking skills
- etc.

These workshops are FREE and available to **ALL** Loyola students.

- Please visit our website for the upcoming semester schedule.
UNIV 112: STRATEGIES FOR LEARNING

• UNIV 112 is a 100 level, one-credit course for students to assess their academic skills and become strong, effective learners in college.
  – Each student will work with the instructor and an academic coach to develop strategies for areas including test prep, note taking, study skills, and final exam prep.
  – Students will complete class readings and participate in class discussions/activities.
• UNIV 112 encourages student interaction with both peers and staff, while facilitating educational opportunities for everyone involved.

For more information, please log into LOCUS where you can find course sections, instructors, and descriptions.
TUTOR TRAINING AND PROFESSIONAL DEVELOPMENT

Tutor professional development begins during Fall Tutor Training with the goal of promoting reflectiveness, advancing knowledge and professionalism, increasing awareness of and appreciation for difference, and to provide a space where we can motivate and support each other as peer tutors.

- **Tutor Development and Social Justice Workshops**
  These workshops are designed to raise awareness of various issues impacting students today. These workshops are created and led by the Tutor Leaders of the CTAE. In conjunction with the Director, Tutor Leaders choose their own topic and conduct research to prepare and design their workshop.

- **“Tutor Talks”**
  These workshops begin with a presentation by the Tutor Leaders, which allows them to enhance their own skills while educating other members of the CTAE staff. The possible topics have a wide range and include: time management, tutoring scenarios, communication skills, tutoring students with different learning styles, etc. Tutor Talk Workshops are also an opportunity for tutors to seek out guidance, additional resources, and/or support. Tutor talks are an informal and fun way to get together with other tutors to discuss best practices and experiences.
CONFIDENTIALITY AND FERPA

• It is CTAE policy that each member of its staff must respect the privacy of people with whom we work.
  – The program’s integrity rests to a great extent on its reputation for respecting the feelings, the intelligence, and the privacy of our clients.

• CTAE staff does not release individual student attendance or academic records to anyone.
  – Professors, advisors, parents, etc. will not know if you are receiving tutoring or other academic support services.

Please take time to read the FERPA packet and familiarize yourselves with the content.
More Information: luc.edu/tutoring
Sign-up for Tutoring: tutortrac.luc.edu