

Spring 2015 Bulletin of the INSTRUCTIONAL SUPPORT SERVICES PROGRAM

Individual & Small-Group Tutoring @ the ACE & SLC

At the Academic Center for Excellence (ACE) and Science Learning Center (SLC), students can expect us to: help with many types of course assignments, ask questions to promote critical thinking, listen carefully, help build on individual strengths, and model how to break difficult tasks into parts.

For undergraduate and graduate one-on-one content tutoring in the humanities and social sciences, as well as writing, reading, and research across disciplines, drop by the **ACE** (Old Gym, Room 205) to fill out an application. For tutoring in the natural sciences, drop by the **SLC** (Gillett Hall, Room 133) to fill out an application. See below for more on ACE and SLC online tutoring resources.

For math and computer science tutoring, please contact the Math and Computer Science Learning Center at 718-960-8878.

Online Tutoring

SOCIOLOGY, CHEMISTRY, & PHYSICS The ACE and SLC offer online (synchronous) tutoring for select Sociology courses and other social and natural sciences courses. Stop by the ACE or SLC for more information and to sign up.

WRITING Submit your writing with assignment guidelines and specific requests for feedback by email, and a tutor will respond within 24 to 48 hours. Like face-to-face tutoring, email tutoring works best when students work with a tutor well in advance of their deadline. Stop by the ACE to register and pick up instructions for online tutoring.

Resources and Information for Faculty

Workshops: Collaborate with us to plan and conduct an in-class workshop relevant to specific course reading and writing objectives (e.g. strategic reading, engaging in peer review, analyzing and interpreting assignments, revising). Contact Sarah Blazer (sarah.blazer@lehman.cuny.edu /718-960-7880).

Information Sessions: Schedule a class visit from a member of our staff for an interactive presentation on our tutoring centers, or schedule a time for your class to visit the ACE or SLC. To schedule a visit with someone from the SLC, contact Ainsley Parkinson: ainsley.parkinson@lehman.cuny.edu. To schedule a visit with someone from the ACE, contact Sarah Blazer: sarah.blazer@lehman.cuny.edu.

A Note about Take-home Midterm & Final Exams: Students often bring take-home midterms and finals to work on with their tutors, particularly essay and short-answer exams. You may wish to indicate on your syllabus whether your students are or are not allowed to get help with take-home midterm and final assignments/exams.

ACE & SLC

Locations &

Spring 2015 Hours

Academic Center for Excellence

Old Gym, Room 205

718-960-8175

Mon.-Thurs. 10 am-7 pm

Sat. 10 am-2 pm

Science Learning Center

Gillet Hall, Room 133

718-960-7707

Mon.-Thurs. 10 am-7 pm

Sat. 10 am-2 pm

Instructional Support Services Program Staff

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Writing, Reading, and Academic Skills Workshops @ the ACE

Wait, what did I just read?

Strategies for Reading Difficult Texts

This workshop will help students develop strategic ways of reading various types of texts, including scholarly research. Students who wish they could focus better and remember more from their readings should attend!

Wednesday, February 25, 3:00 pm-5:00 pm

So many rules, so little time!

The Inside Scoop on Academic Writing

Sometimes it may seem like every professor has different expectations and “rules” for writing. Students who want to learn more about what professors often value in their writing—regardless of the course—should attend.

Please bring course assignments with you so that we can learn using real examples that matter to you.

Thursday, March 5, 11 am-1 pm

Paraphrasing & Summarizing: Tools You Can't Live Without

This workshop offers a review of paraphrasing and summarizing, essential tools for research-based writing. Students will practice using each with a sample text and receive feedback on their work. We will address how proper use of these tools helps us avoid plagiarism.

Monday, March 9, 3:30 pm-5:30 pm

APA Citation, Why and How

Join us for an interactive review of fundamental APA citation guidelines.

Tuesday, April 14, 6:15 pm-8:00 pm

Proofreading, Easy as 1, 2, 3

Students will learn effective proofreading strategies and practice using them with their own work. *Please bring a sample of your own writing to work with.*

Tuesday, April 21, 10:00 am-11:00 am

Workshop Registration is required. Register in the ACE (Old Gym 205) or call 718-960-8175.

**Please note: ACE workshops are primarily designed for an undergraduate audience, though graduate students are more than welcome to attend.*

WEEKLY CONVERSATION GROUPS

The ACE will continue to hold weekly Conversation Groups. These are informal meetings to create a fun way for students to develop their English conversational skills and learn about each others' cultures as well as academic culture at Lehman and popular culture in the U.S. ACE facilitators include multilingual tutors. All students are welcome.

Contact the ACE (718-960-8175) for a current schedule. No registration required.

Chemistry, Biology, & Physics Course Review Workshops @ the SLC

Chemistry 114: Essentials of General Chemistry

Chemistry 120: Essentials of Organic Chemistry

Biology 182: Anatomy and Physiology II

Workshops will be conducted two weeks prior to exams. Times and locations TBA.
Call the SLC for more information.

Workshop instructors will review lecture material, answer questions, and provide additional resources to supplement course content. Students should prepare for workshops by reading ahead, developing questions, and arriving with their textbooks.

Workshop registration is required.

Register for these workshops in the Science Learning Center (Gillett 133) or call 718-960-7707.