

## Academic Resource Center Peer Tutors / Spring 2019

<b><u>ACE Content Tutors</u></b> (Drop in or by appointment)	<b><u>Math Tutors</u></b> (Drop in/appointment)	<b><u>Writing Tutors</u></b> (Drop in or by appointment)
<p><b>American Sign Language</b> Theresa Jacobs</p> <p><b>Business</b> Amina Bleen Eric Ingram Kelly Mix Dalton Young</p> <p><b>CIS &amp; SWE</b> Mustafa Nor</p> <p><b>Exercise Science</b> Levi Beckholt</p> <p><b>History</b> Lindsay Gallagher</p> <p><b>Latin</b> Zachary Ratliff Adam Von Der Embse</p> <p><b>Philosophy</b> Maggie Smith Zachary Ratliff</p> <p><b>Physics</b> Marissa Wierzbicki</p>	<p><b>Psychology</b> Lizzy Bloodsworth Adam Von Der Embse</p> <p><b>Science (BIO &amp; CHM)</b> Emma Bergman Zach Fausnaugh Daniel Salmonowicz Ryan Scaduto Cheyenne Story Marissa Wierzbicki</p> <p><b>Sociology/Social Work</b> Adam Von Der Embse</p> <p><b>Spanish</b> Kelly Mix Marissa Wierzbicki</p> <p><b>Theology</b> Zachary Ratliff Maggie Smith Adam Von Der Embse</p>	<p>Noah Bland - bus Natalie Blanton Anita Ferguson Lindsay Gallagher - hst Paige Gmerek Cullen Moore - crj Maggie Smith - thl Maya Steller Erin Upp Larissa Vasquez Molly Wilson</p>
<div style="border: 1px solid black; display: inline-block; padding: 5px;"><b>CONTENT TUTORING</b> <b>Spangler 207 annex</b></div>		<p><b>MATH LAB</b> <b>Spangler 206A</b></p> <p><b>WRITING CENTER</b> <b>Spangler 206B</b></p>
<p><b><u>To make an appointment,</u></b> go to <a href="http://www.ohiodominican.edu/arc">www.ohiodominican.edu/arc</a> <b>OR</b> Email the tutor directly at his/her Ohio Dominican email account</p>		<p>Learning Assistance is offered at no charge to all Ohio Dominican University students.</p>

Questions about *Writing*?

Questions about *Math*?

Questions about *Content or Strategies*?

Contact *Allen Williams* SLC 205 251-4510 [williams4@ohiodominican.edu](mailto:williams4@ohiodominican.edu)

Contact *David Kish* SLC 204 253-3619 [kishd@ohiodominican.edu](mailto:kishd@ohiodominican.edu)

Contact *Amy Spencer* SLC 207 251-4511 [spencera@ohiodominican.edu](mailto:spencera@ohiodominican.edu)

ACE = Content	The Math Lab	The Write Place
Spangler 207 annex	Spangler 206A	Spangler 206B
academicresourcecenter@ohiodominican.edu	mathlab@ohiodominican.edu	writeplace@ohiodominican.edu
www.ohiodominican.edu/arc/ace	www.ohiodominican.edu/arc/mathlab	www.ohiodominican.edu/arc/writeplace
<b>Appointment and Drop-in hours:</b>	<b>Appointment and Drop-in hours:</b>	<b>Appointment and Drop-in hours:</b>
<p>See <i>Current Schedule</i> Online</p> <p>NOTE: The schedule indicates the specialty of each tutor</p> <p>To make an appointment, use TutorTrac online</p>	<p>See <i>Current Schedule</i> Online</p> <p>NOTE: The schedule indicates the specialty of each tutor</p>	<p>See <i>Current Schedule</i> Online</p>

### Guidelines for working with all Academic Resource Center tutors

- Work on your own first – rework your notes, (re)read the textbook, look at online tutorials
- Be specific with your questions – it’s hard to help a student who overgeneralizes, for example:
  - “I don’t understand Chapter 3”
  - “I can’t do this problem”
  - “I don’t get anything in this class”
- A tutor will **not** assist you with take-home quizzes or test questions.
- Plan ahead – avoid last-minute rushing – make an appointment (see below)

### How to make an appointment using TutorTrac

Go to <http://tutortrac.ohiodominican.edu> or go to the Academic Resource Center web page (<http://www.ohiodominican.edu/arc>) and click on the “TutorTrac” link on the middle of the page.

Sign into TutorTrac using your **ODU username and password**.

1. On the left side, under “Student Options,” click on “**Search Availability...**”
2. From the drop down menu on the left-hand side of the page, **choose the Center** you wish to visit: **ACE** (content tutoring), **WRITING**, or **MATH**.
3. Click the “**Search**” button. TutorTrac automatically searches for the next two weeks.
4. When you find an open time that is convenient for you (highlighted in green), click on it. A new box will open:
  - √ Use the drop down arrow by “**Subject**” to choose the course for which you are visiting.
  - √ Use the drop down arrow by “**Reason**” to select the reason (most likely “Tutoring”).
  - √ Click “**Save**” and you are done!
5. **If you have trouble** using TutorTrac, find the tutor’s name on the ARC tutor list and email him/her directly for an appointment. (Link is in the sidebar on the ARC website)