

BookaChat Tutor Guide

The Learning Environment

BookaChat offers a Student Led Learning environment. A Tutor's role is to encourage a student to practise and explore a language and to develop greater confidence and proficiency in it, using resource material from the Lesson Library. The BookaChat experience is positive, fun and educational. We want our students returning for more!

Who Makes a Good Tutor?

Anyone who is interested in language and in people has the potential to be a good Tutor. A teaching background is an advantage but not essential for this type of learning. A Tutor is required to exhibit total professionalism and integrity while engaged in every aspect of the BookaChat experience.

Requirements

Each Tutor will supply a brief personal profile using the template provided. This is mandatory and can be accessed by students during their selection process of a Tutor.

When a Tutor accepts a chat time there is the expectation that some preparation will occur beforehand. This involves, as a minimum, reading the student's profile and reading through the lesson selected by that student.

When a booking is confirmed, a Tutor is committing to be available for the on-line chat at a specific time on a specific day.

It is expected that a Tutor will be engaged, without distraction, for the duration of the lesson. As tone of voice is a key to a positive learning environment, a Tutor should participate in the lesson with a bright, encouraging, appropriately paced manner.

After the chat time the Tutor will complete the required on-line debrief.

A Tutor can suspend or terminate their services at any time, so long as there is no forward booking in the system. If such a booking exists then arrangements must be made according to the proper procedure, within the appropriate time frame.

Use of Lesson Library

Each lesson is student driven. The student selects their level from the three offered: Elementary, Intermediate and Advanced. The student then chooses a theme or topic which interests them from the Lesson Library. This is the resource entered into the booking form and used for a 30 minute lesson.

Each lesson contains a range of material with more than enough content for the half hour. The Tutor guides the student through the exercises with freedom to spend more time on the tasks which are of higher interest and benefit to the student.

The range of exercises includes viewing, reading, vocabulary building, spelling, grammar, comprehension, sharing experiences, current events.