**Resources**

As a Peer Tutor and Teaching Assistant, it is imperative that you know what you’re doing. But what if you don’t know the answer to a student’s question -- what do you do? This page of links will help you be more resourceful and helpful for students. Bookmark TutorTrac and the CWAA website in your browser for quick access.

[**CWAA website and Center Schedule**](http://www.stonehill.edu/cwaa)

[**TutorTrac**](http://tutortrac.stonehill.edu)

[**Instructional TutorTrac Videos**](http://www.stonehill.edu/offices-services/cwaa/resources-for-tas-and-tutors/)

[**Peer Tutor Profile**](http://www.stonehill.edu/offices-services/cwaa/resources-for-tas-and-tutors/peer-tutor-application-form/)

[**Tutor Request Form**](http://www.stonehill.edu/offices-services/cwaa/for-students/subject-tutoring/tutor-request-form/)

[**TA/Faculty Contract**](http://www.stonehill.edu/files/resources/ta-and-faculty-contract-fall-2013.pdf)

**Center Resource Cabinet**

Don’t forget about the Resource Cabinet in the Center! This cabinet is intended for Tutor usage, so please use it! Find the folder with your subject, and start adding resources such as: one-page “how-to” documents, hand-outs from past classes for additional practice problems, and anything else that might be useful to you, as the tutor. Please keep all materials in the Center after use.

**Peer Tutor Observations**

All Peer Tutors are considered staff members of the CWAA; therefore, your performance is evaluated, formally or informally, and that performance evaluation becomes the basis for future references. Observations are not intended to be scary or intimidating – please recognize that we are here to help you become better tutors and stronger leaders.

In addition to observations throughout the semester, a student satisfaction survey will be sent out once a year to gauge the helpfulness of tutors.

You have been hired to tutor your fellow students in specific subjects to help them become better learners. Take your job seriously. You may need to include this job in your resume or use it as a basis for a reference.