

TUTORING: A SELF-MONITORING CHECKLIST⁹

Record by means of a tick (✓) in the appropriate column the comments which come closest to your opinion.

<i>How well did I ...?</i>	well	satisfactorily	not very well
get the tutorial underway (establish links, aims, etc.)			
sequence and progress the tutorial task(s)			
ask questions and prompt students			
involve all members of the tutorial group			
handle students' questions and comments			
respond to students as individuals			
keep the focus on the main topic(s)			
help sustain students' interest			
ensure that key points were drawn out			
bring things to a close and indicate preparation task(s)			

Figure 4.3