

# Setting Expectations for Study Groups

At the First Study Group (or when you have new attendees)

- Sit down with them and introduce yourself
- Let the participants know why you decided to become a preceptor
- Remind the participants that you are a student in the class and your job is to act as a facilitator, not a teacher or tutor. You will reinforce this idea non-verbally, by not standing at the board, only getting up as necessary.
- Remind the participants that because this is a group effort, everyone is responsible for keeping the study group on task, not just you.

At the beginning of the Study Group

- Share the agenda with the participants. Write it up on the board.
- Ask the participants which part of the agenda they would like to emphasize.

During the Study Group

- Be a member of the group. Do not present yourself as an instructor or expert. SIT DOWN!!!
- Do not be afraid to say “I don’t know” or “I’m not sure, let’s look that up.”
- Stay with the agenda, but allow for flexibility (\*structure with freedom\*)
- Remind participants to stay on task.
- If you can’t explain something so that it is understandable to a participant, then invite someone else to try.
- Refer students to the instructor/TA if you are unable to help them as a group

At the end of the Study Session

- Find out if participants have any other questions that need to be addressed
- Tell the participants what the plan is for next week
  - The next topic, if known
  - Getting ready for an exam in two weeks?
    - If you have a review sheet, divide it amongst the participants
    - If you don’t have a review sheet, divide up the material and
      - Have each person design a few plausible test questions over that material to share next week
      - Or, have each person come up with items for a review sheet to compile next week
    - Make sure there is overlap in case someone doesn’t show up and to ensure adequate coverage of the material.