

# Study Group Structure

## (60 minute study group)

4:55-5:00 PM

- Arrange room to facilitate group learning (desks in a U shape, roundtable, etc.)
- Write agenda on board.

5:00-5:10 PM

- Greet incoming students.
- Have them sign attendance log.
- Introduce the agenda.
- Ask for input from students on anything they'd like added to or modified on the agenda.
- Preceptor reminds study group of his/her role as facilitator (not teacher or tutor) and that the study group requires active participation from all students in order to be productive.

5:10 PM

- Preceptor goes through the activities as outlined on agenda and initiates transitions between activities.
- Preceptor finds ways to get everyone involved:
  - asks for volunteers
  - assigns students to respond to questions
  - directs students to the board for problem-based questions
  - rephrases or breaks down difficult or complex questions

5:50 PM

- Ask students to summarize what they learned in group and what questions they still have.
- Preceptor makes arrangements to get answers to questions that came up during session that were not answered.

5:55 PM

- Check in with students to find out if session was helpful.
- Solicit suggestions for the next study group.

6:00 PM

- Explain what the topic will be for the next study group.
- Encourage everyone to come back next week and to attend other study groups.