

# INTRODUCTION

Saga Coach is a free, self-paced online training portal to deliver the essential components of effective tutoring for all pre-service tutors. Saga Coach is grade and subject agnostic, and can help organizations to scale their tutoring programs. This training is based on Saga's experience as a proven implementer of high-dosage, high-impact tutoring programs serving thousands of students in major U.S. school districts like New York City, Washington D.C., Chicago and more.

Saga Coach's interactive training draws on Saga's experience providing more than 2 million hours of tutoring. The online program offers 18 modules of self-paced training on key areas that make tutors successful, including building relationships with students and structuring an effective tutorial. Saga's modules focus on three core topics essential for effective tutoring: relationship, ratio, and rigor.

Saga Coach is freely available, and can be accessed here.



# RELATIONSHIPS

The Relationships unit dives into tutors' own educational journey and how it informs their practice. The modules in this unit include:

#### What Does it Mean to be a Tutor?

5 VIDEOS, 3 REFLECTIONS, 1 QUIZ 10 minutes

What does it mean to be a tutor? Tutors will hear from Saga staff and students on what it means to be a tutor. They'll also examine what motivates them to be a tutor and what they hope to accomplish in the role. Key to this module is the introduction of the 5 guiding principles of high quality tutors: high expectations, share the spotlight, take accountability, act with urgency, and never give up.

#### **Your Education Experience**

3 VIDEOS, 4 REFLECTIONS, 1 QUIZ, 2 ARTICLES 10 minutes

Understanding one's own educational experience is central to being an effective tutor. One's lived experience influences how they show up in the world and for their students. Insight into these influences will make it possible for tutors to create a culture of inclusion and equity in their tutorials. This includes the ability to honor the ways in which they are both different from, and similar to, their students.

This module reviews the 5 Core Practices of effective educators. The heart of these practices is learning how to show up with love and support for students as they strive to meet tutors' high expectations.

# **Implicit Bias**

4 VIDEOS, 1 REFLECTION, 1 QUIZ, 2 ARTICLE 10 minutes



What is implicit bias? Why is understanding one's own biases important to tutoring? What can we do to become more aware of them? Here we dive into these topics and provide a wealth of additional resources to help tutors on their own journey. Recognizing implicit biases and actively working to address them helps to ensure that they see the enormous capacity in all of their students.

#### **Growth Mindset**

5 VIDEOS, 6 REFLECTIONS, 6 QUIZZES 20 minutes

This module is about how to cultivate a growth mindset in students and tutors, and why that is critical to tapping into each person's capacity to learn. Here tutors will examine the hallmarks of a fixed mindset versus those of a growth mindset. Moreover, they will learn to identify the actions, beliefs and assumptions that might be holding their students back - and even holding themselves back. Last, tutors will learn how to recognize when a fixed mindset shows up when responding to feedback.

### **Tools for Tutoring Part 1**

2 VIDEOS, 2 QUIZZES 5 minutes

It can be challenging to be a great tutor; there are so many things to balance, while also keeping the students front and center. This module introduces tutors to 7 Tools for Tutoring techniques. These are strategies designed to help them on their journey to become a great tutor.

### **Joy Factor**

8 VIDEOS, 6 REFLECTIONS, 2 QUIZZES 20 minutes

Who wants to be an engaging tutor? All tutors do, and this module is here to help. Tutors will look at what Joy Factor means and how it relates to joyful learning. They will also experience scenarios that highlight what Joy Factor looks like done poorly, and what it looks like done well. Last, tutors will identify some concrete ideas that they can use on Day 1 to engage their students' hearts and minds.



#### **Right Relationships Part 1**

8 VIDEOS, 7 REFLECTIONS, 6 QUIZZES 15 minutes

At Saga, we believe relationships are at the heart of learning. In this module, we do a deep dive into what that means in the role of a tutor. We discuss how to identify the many varied opportunities tutors have for fostering a strong relationship with their students. We also cover 5 Key Beliefs that will inform tutors' work with students and that they will strive to always convey to their students.

## **Right Relationships Part 2**

9 VIDEOS, 6 REFLECTIONS, 4 QUIZZES, 1 ARTICLE 20 minutes

In the second part of Right Relationships, we explore tools to help build relationships with students. As part of this, we look at the role of a tutor, and how that role provides a lens to help work through challenges and still maintain high expectations. Tutors will also learn a framework for responding to tough situations in a constructive way, as well as strategies for handling specific behaviors and avoiding common pitfalls. Using this knowledge, they will then get to practice these skills using real tutoring scenarios.



# **RATIO**

The Ratio unit shines a light on what a high-quality tutorial looks like. Key to this is the ratio of the amount of work that student is doing to the amount the tutor is doing. The modules in this unit include:

# **Tools for Tutoring Part 2**

2 VIDEOS, 2 QUIZZES 5 minutes

We kick off the Ratio Unit by introducing 7 more Tools for Tutoring techniques. These strategies are specific to delivering a high-quality lesson and making the most of every tutoring session.

### What Makes a High Quality Tutorial?

9 VIDEOS, 8 REFLECTIONS, 5 QUIZZES 25 minutes

In this meaty module, we examine what a high quality tutorial looks like. We investigate the tutoring practices that are most effective at helping students learn. After reviewing these foundations, we explore some of the most important components of effective tutoring, including the ratio for the amount of time a tutor speaks to the amount of time students talk and think. In a high quality tutorial, tutors make students the star.

# **Checks for Understanding**

7 VIDEOS, 8 REFLECTIONS, 2 QUIZZES 15 minutes

Checks for understanding (CFUs) are a key strategy for assessing a student's mastery in real-time. Once tutors complete this module, they will understand how to implement CFUs to ask the right questions at the right time. With the data they gather, they will be able to proactively assess the students' understanding and then adjust their instruction based on that insight. This is key to ensuring that tutors make every moment of the tutorial count. It also ensures that they are focusing the content of the session where it can most benefit the student.



#### **Collaborative Learning**

4 VIDEOS, 6 REFLECTIONS, 8 QUIZZES 10 minutes

Collaborative learning is not only fun, but students learn more. A win win! We dive into the how of collaborative learning, and provide tutors with practical tips for managing the classroom, to ensure everyone is participating and maximizing their experience in the tutorials.

#### **Differentiation and ZPD**

8 VIDEOS, 5 REFLECTIONS, 6 QUIZZES, 1 ARTICLE 15 minutes

Differentiation is a powerful strategy for helping all students make progress. The Zone of Proximal Development (ZPD) is where tutors want their students to be, balancing that fine line of challenging, but not to the point of frustrating. In this module, tutors learn how to use these two strategies together to ensure they know how to best help all students maximize their learning in tutorials.



# RIGOR

The Rigor unit explores topics like lesson planning, analyzing student work and more. The modules in this unit include:

### **Tools for Tutoring - High Expectations**

4 VIDEOS, 4 QUIZZES 5 minutes

We all want students to reach their highest potential, but what strategies can tutors use to help them achieve it? During this module, we introduce 9 different Tools for Tutoring strategies to keep a high level of rigor, and not settle for less than students' best, all designed to help them succeed and grow in every tutorial.

### Rigor

6 VIDEOS, 7 REFLECTIONS, 4 QUIZZES, 2 ARTICLES 15 minutes

Let's get students really flexing their brain muscles! Rigor is all about encouraging students to think and learn at a higher level. This module seeks to help tutors increase the rigor of their tutorials by understanding the key elements of rigor, as well as learning some Mastery Moves.

# **Intentional Lesson Planning**

10 VIDEOS, 3 REFLECTIONS, 5 QUIZZES, 1 RESOURCES 15 minutes

If those who are new to tutoring, they might be wondering how to structure their tutorials. Well, have no fear. In this module, we introduce tutors to some great resources to help with lesson planning. We guide them through the lesson planning steps, including setting an objective, developing an assessment, creating a warm-up, instruction, and practice tasks.



#### **Analyzing Student Work**

11 VIDEOS, 4 REFLECTIONS, 9 QUIZZES 15 minutes

Curious to know what the students know? How do tutors figure out students' misconceptions? One approach is to analyze their work during the tutorial, which can help tutors determine student understandings or missteps. We believe that learning students' strengths, and celebrating those while also continually stretching them will help them to achieve their best, and we discuss this asset-based approach in more detail in the module.

### **High Expectations**

5 VIDEOS, 6 REFLECTIONS, 8 QUIZZES 10 minutes

Tutoring can definitely be a juggling act, and this can sometimes cause tutors to inadvertently lower their expectations of students, or let them opt out. In order to prevent this from happening, wel look at how to maintain high expectations, and highlight some common challenges that tutors might face in their tutorials. We introduce four leadership styles that tutors adopt, and help them to identify when they are in each role. Finally, we challenge tutors to find the balance of high challenge and high support which is just what students need to grow and succeed.