Ancell Commons FAQ: Student Edition

Robert S. Young Library, Westside Classroom Bldg., Suite 433
Website: wcsu.edu/alc
General email: request_learning_commons@wcsu.edu

Coordinator, Elise Budnick
budnicke@wcsu.edu | 203.837.8567

Evening Coordinator, Kara Swenson
swensonk@wcsu.edu | 203.837.8567

Hours:
Monday - Thursday: 9 am - 9 pm Friday: 9 am - 1 pm

What does the Ancell Commons do for students?

The Ancell Commons offers peer tutoring in Accounting, Finance, Management, Marketing, MIS, Economics 211 and 213, and MAT 118 plus Justice and Law Administration courses.

Tutoring is FREE for registered students and generally lasts about one hour. You and your tutor begin by setting a goal for the session. A tutor may work with the student to better understand a difficult concept, complete sample problems, find resources, introduce new study skills and strategies, coach a presentation, or improve Microsoft Office skills. At the end of the appointment, the tutor will check for understanding, offer recommendations, and create a detailed record of the appointment.

How can I get the most from my tutoring appointment?

When you create your appointment on WCONLINE, tell us specifically where you are having difficulty so that your tutor can prepare in advance for the appointment. Complete reading assignments before the appointment and bring all necessary materials with you. Be on time for your appointment. Attend class regularly: tutoring cannot substitute for class attendance.

What are the limitations on tutoring?

The tutor cannot correct or review your homework, help you complete a take-home test, or cram for a test. The tutor cannot predict grades, correct mistakes, or complete your assignment for you. Our goal is to help you become an independent learner. Ancell Commons abides by the WCSU Academic Honesty Policy.

Are appointments required?

Appointments are strongly encouraged but we accept walk-ins if a tutor is available. You can create an appointment up to two hours in advance. If you need a last minute appointment, please email us at request_learning_commons@wcsu.edu and we will do our best to help.

How do I schedule an appointment?

We use WCONLINE which you'll find at (wcsu.edu/alc). After you create an account, you can log in on any device to schedule, modify, or cancel appointments.

How much tutoring can I receive?

Students may schedule up to three appointments per week and two appointments per day up to two weeks in advance.

When can I get tutoring?

Although the Commons is open for a set schedule, specific tutoring hours vary by semester. Please check the website for the most up-to-date information.

Who works in the Ancell Commons?
The Ancell Commons is staffed by students just like you who generally major in business or justice and law. Peer tutors will have a 3.0 GPA and they must have earned a 3.0 or better in each course they tutor.

Do I have to pay money for tutoring?
No! Part of your tuition goes to Academic Support so there is no additional charge for creating tutoring appointments or receiving help from our tutors.

What should I bring to my appointment?
Please bring your assignment, textbook, notes, and/or calculator plus the work you have already done for your assignment. You are expected to attend class, do the reading, and make an effort to complete an assignment before a tutor can help you.

What if I am running late to my appointment?

- *If you are late to your appointment:* If you are 15 minutes late, we will mark your appointment "missed".

- *If you know you will be late:* Write that in the comments to your tutor when you're scheduling your appointment, so that you don't run the risk of losing your appointment.

What if I have to miss my tutoring appointment?
Please cancel your appointment as soon as you know you can't make it by emailing request_learning_commons@wcsu.edu. Missing three appointments without notification will result in restricted use of tutoring services.

Where can I study in the Ancell Commons?
You are welcome to study in the common area or to work in one of our four meetings rooms. Meeting rooms can be reserved ahead of time through WCONLINE and are equipped with large computer screens, white boards, and a group sized table. You can reserve a meeting room for up to two hours

Technology in the Commons?
We have wireless printing and several computers equipped with the software you need, including Adobe, Citrix, Power BI, and SPSS

Will my professor know if I come for help?

That is entirely up to you. Just let us know if want us to email them and they will receive a detailed description of what you worked during your appointment plus any tutor recommendations that were made.

Can I have a tutor for my study group?
Yes! If other students in your class are interested in a tutor-led study group, please email request_learning_commons@wcsu.edu and we will work with you to schedule space and a tutor for your group

How do I become an Ancell Commons tutor?
Earn good money, demonstrate leadership skills, and help others! Becoming a tutor is a great way to reinforce the concepts you've learned while giving you the satisfaction of knowing you're helping fellow students achieve their goals. Learn more and apply by visiting: https://www.wcsu.edu/ancell-commons/apply-for-tutoring-job/.