Do’s and Don’ts of Working With Your Peer Mentor

Do’s

• Do adjust your FYI 100 syllabus to reflect your peer mentor’s role and participation in the classroom.
• Do allow your peer mentor to carry out all FYI 100 Committee approved FYI 100 goals and objectives.
• Do allow your peer mentor to present campus skills PPT presentations and administer the quizzes.
• Do ask your peer mentor for suggestions on topics familiar to them that can be presented to your class.
• Do let your peer mentor know if you must cancel class.
• Do have weekly meetings with your peer mentor to discuss how things are going, make suggestions, and prepare for the upcoming class.
• Do allow your peer mentor to have at least 30 minutes of up front class time to present PPT presentations and provide other required information.
• Do not allow your peer mentor to be alone with the class for their entire 50 minutes. Five to 10 minutes alone with your class is OK, but no more than that. Always be close at hand should trouble occur.
• Do encourage your peer mentor to get to know the students on a personal level and provide them with necessary information.
• Do be available to help your peer mentor with any class situations that may occur.
Don’ts

- Don’t require your peer mentor to grade homework or papers other than the PPT presentation quizzes. In fact, the only requirement is that the quizzes be turned in.
- Don’t have your peer mentor teach your class if you are absent.
- Don’t require (or even ask) your peer mentor to attend more than one continuous 50-minute class each week.
- Don’t allow your peer mentor to teach for more than 10 minutes in your absence.
- Don’t require your peer mentor to copy, collate, or run errands. Peer mentors are not teacher’s assistants.
- Don’t have disagreements with your peer mentor in front of the class. All problems should be resolved during your weekly meetings.
- Don’t ask your peer mentor to give presentations or conduct study sessions on the academic content of your course.