

Program of Studies:	Master Program Bioinformatics
Name of the module:	Tutor
Abbreviation:	-
Subtitle:	-
Modules:	-
Semester:	Every semester
Responsible lecturer:	N.N.
Lecturer:	Qualified students
Language:	German / English
Level of the unit/ Mandatory or not:	From the 2nd semester on elective
Course type/weekly hours:	Tutorial: 2 h (weekly) Tutoring groups of up to 20 students
Total workload:	<p>A tutor assists a course (usually basic or core lectures) for one semester. This includes the following tasks:</p> <ul style="list-style-type: none"> - Learning the specific didactic aspects of the course matter (4h). - Moderating the weekly meetings (90 min each) of a tutorial group - Correction of weekly tests, taken in the group - Weekly office hours (90 min) for students attending the course. - Attending weekly team-meetings with all tutors and lecturers of the course (45 min) - Participation in developing sample exercise solutions of the weekly assignments (90 min weekly) - Answering incoming questions on the mailing list regarding topics of the course and the weekly assignments (60 min weekly) - Getting to grips with the contents of the current lecture (2h weekly) - Creating new exercises (1h weekly) - Supervising and correcting exams
Credits:	4
Entrance requirements:	Each lecturer selects the tutors for his courses. A prerequisite for becoming a tutor is a very good grade in the relevant course, interest in didactics and an observable talent for didactical work.

Aims/Competences to be developed:	<p>Tutors learn how courses are being organized and which methodical aims are being followed. They learn how to communicate complex scientific subject matters to larger groups and in individual meetings.</p> <p>Before starting their work the students attend one or more colloquia in which they are introduced to the specific didactic aspects of the course matter.</p> <p>In assisting the course, they learn how to adapt to the different background knowledge and intellectual capacities of the attending students. They get encouraged to communicate complex contexts in a concise and effective way. In addition, they get used to communicating subject matters in English.</p>
Content:	<p>See above</p>
Assessment/Exams:	<p>The lecturer supervises tutors and gives them feedback regarding their contributions to weekly assignments (creating, finding sample solutions for existing exercises), answers to questions on the mailing list as well as correcting the exams.</p> <p>The assistant of the course visits each tutorial once a semester and gives feedback to the tutor as well as to the lecturer. At the end of the semester each student evaluates the work of his/her tutor as a part of the course evaluation.</p>
Literature:	<p>-</p>