Dear SCB-203 and SCB-204 students,

Free Laboratory tutoring for the Fall II 2021-2022 semester will begin on Monday January 10. Please direct all inquiries and to reserve Blackboard Collaborate Ultra group time to Prof. Howard Motoike, the Director of the Study Hall at <u>hmotoike@lagcc.cuny.edu</u>.

## Here are the instructions to reserve time with a tutor.

1. Identify a tutor with a schedule that fits your availability.

2. Tutoring sessions should be in 30 minute increments but extensions can be made if the tutor has time.

3. Email the tutor. It is better to schedule in advance.

4. Identify if you are a SCB-203 or SCB-204 student.

5. Give your student/Empl number.

6. State the laboratory topic that you want to cover. For example "Bones of the Skull". There are other tutoring centers that focus on the lecture portion of the course.

7. Tutors may create group sessions during exam weeks when the demand is very high.