



CTLR WELCOMES YOU!

Our staff will assist you in achieving your highest level of academic excellence.

Writing Center

- Peer Writing Tutors - 7:30 pm to midnight Sunday – Thursday
- **Professional Writing Faculty**, by appointment
- Multilingual Support, by appointment

Learning Resources

- Time-management, workload management, semester planning, study skills, test taking strategies, oral presentation, and class discussion skill enhancement

Quantitative Support

- Math and quantitative support is available through:
- Peer-led study groups
- Professional Quantitative Staff, by appointment

Peer Tutoring

- Peer tutoring in language and subject areas
- Peer Mentors assist with first-year seminars, time-management, oral presentation, writing tutoring

And More...

We provide one-on-one services by **appointment** and when possible on a walk-in basis. We work in small groups with students via scheduled workshops and study groups. We also provide services in Commons and in classes by request.

Undergraduate Research

- Funding for academic conference travel, senior research projects, and on-campus summer research assistants.
- Get help starting, completing, or presenting academic research projects. Share your work at the Spring Student Symposium!
- Connect with research and scholarly opportunities year-round, on or off campus.



Fellowships

- Apply to be nominated for a nationally competitive fellowship by Middlebury- such as a Fulbright, Watson, Truman, or Rhodes.
- Get help applying to fellowships and scholarships for summer or post-Middlebury.



Reference Guide

for services available at the
Center for Teaching, Learning, and Research

Learning Resources (OLR)

The OLR is located in the CTLR. Professional staff and specially trained student staff work with students to enhance their overall academic excellence. Study skills, time management, effective note taking, test preparation, oral presentations and discussion skills are available to all Middlebury students free of charge.

DIRECTOR OF LEARNING RESOURCES is available beginning the first week of the semester, on weekdays, the Director of Learning Resources is available to meet with students for individual appointments. The Director assists students in assessing their academic needs and developing skills to meet these needs. Academic time management skills, select study skills including effective note taking, test preparation, oral presentation and class discussion skills, and skills for managing stress and reducing anxiety that interferes with academic performance are necessities for all students to master. OLR also responds to student academic emergencies such as failing a test or receiving a course warning. The Director also works with students with Learning Disabilities. For additional information, call extension 3131 or visit the OLR Web page at [go/olr](#).

Quantitative Skills

Quantitative skills and reasoning ability have become an important component of many courses and majors. Professional and peer tutors are available to help students in a wide variety of quantitative subjects. These services are free of charge to Middlebury College students.

DIRECTOR OF QUANTITATIVE SKILLS SUPPORT is available to assist students in a number of ways, including reviewing prior mathematics knowledge, discussing homework, preparing quantitative reports, and practicing for tests. Students may schedule weekday sessions in advance or may drop-in as needed.

PEER QUANTITATIVE TUTORS have experience and training in quantitative methods that are studied in a variety of elementary math courses and courses in other departments that have a significant quantitative component. Peer tutors can assist students with homework and other quantitative projects in study group sessions or individually when recommended by the faculty in a specific course.

Resources for Course Content Areas

Among Middlebury College's strengths are the accessibility of faculty and their willingness to help students. All faculty members maintain regular office hours, which are posted on office doors or within department offices.

Whenever students experience difficulty in a course, they are encouraged to first seek help from the respective faculty member. Additional support is also available to help students reach their academic goals in individual courses.

Peer Content Tutors

Peer Content Tutors approved by departmental faculty and trained by the coordinator of the peer content tutors, are also available to provide supplementary assistance for entry-level courses. The peer tutor program provides group drop-in study sessions in a dozen or more academic subjects. In addition, individual peer tutoring is provided for subjects not covered by study group sessions, or when recommended by the faculty in a specific course. For additional information, call extension 3131.

Writing Center

The Writing Center at CTLR provides all Middlebury College students with assistance in writing. Professional and peer writing tutors can help students in every phase of the writing process--from getting started on a topic to polishing a final draft. Sessions with professional and peer writing tutors are free for all Middlebury College students.

Professional Writing Tutors

Starting the first week of the semester, on weekdays, students may make appointments with professional writing tutors. To schedule an individual appointment time, students can either drop by the CTLR, call x3131, or schedule an appointment online through Accutrack at [go/accutrack](#). Some students schedule regular weekly appointments with professional writing tutors. Others come as needed.



Peer Writing Tutors and Writing and Academic Mentors

Peer Writing Tutors and Writing & Academic Mentors are trained to give authorized help in writing and in oral presentations. Writing tutors ask probing questions about the papers they read, and make practical suggestions for improvement. The tutors can also offer tips and critiques for giving oral presentations. Starting the second week of the semester, peer writing tutors are available in CTLR Sunday through Thursday evenings from 7:30 p.m. to midnight (except during winter term, school vacations and exams). Some Peer Writing Tutors are also available evenings in all five Commons. This is a drop-in service--no appointment is necessary. College writing classes (CW) may also have peer writing tutors assigned to work with them.

Writing and Academic Mentors (FYSM) are assigned to First-Year Seminars to give authorized assistance in writing and to assist students in developing competency in skills related to academic success. These include: effective time management, workload management skills, enhanced study techniques, and oral presentation skills. FYSMs are available for individual appointments with students and for small group workshops.

Multilingual/ESL Student Support

If you are a non-native speaker of English, and would like help with writing, reading, speaking, or any other aspect of your academic experience, please contact Hector Vila (hvila@middlebury.edu) or visit [go/esl](#).

ONLINE RESOURCES FOR WRITING COLLEGE PAPERS

Consult the following online resources for help with all aspects of the paper-writing process:

- *Student Resources* http://www.middlebury.edu/academics/resources/ctrl/students/writing_support
On this page the CTLR has collected a number of useful links, ranging from citation guidelines to online tutorials and digital storytelling resources.
- *Writing College Papers* <http://blogs.middlebury.edu/middwrite/>
This site provides an introduction to the college-level analytical essay and offers worksheets to aid in the paper-organizing process. It also includes helpful sections about integrating quotations and citing sources.
- *The Purdue Online Writing Lab* <http://owl.english.purdue.edu/>

This site offers comprehensive writing assistance, including research guides, style and citation manuals, suggestions for developing outlines and links to information about writing in English as a second language. It also offers guidelines for writing in different disciplines.

- *Norton/Write* http://www.wwnorton.com/college/english/write/writesite/writing_home.aspx
This site provides self-correcting exercises dealing with grammar, rhetoric, and organization of writing.

Useful GO links:

go/accutrack—Make appointments with CTRL faculty and staff

go/advising—An Academic Advising site for students and faculty

go/appessays—Tips for brainstorming, strategizing, and developing effective application essays

go/atf—Academic Travel Fund information and application

go/CommonsWriting—A schedule of Drop-in Peer Writing Tutors in the Commons

go/ctrl—Center for Teaching, Learning, and Research website

go/esl—English as a Second Language support information

go/flt—Information about peer tutors in the foreign languages

go/fellowships—Fellowship information and applications

go/mathreview—Resources for developing math skills

go/middwrite—Resources and tips for writing college papers

go/olr—Office of Learning Resources website

go/quant_support—Resources and tutoring in science, math, logic and social sciences.

go/researchassistants—Information about undergraduate research assistantship

go/sra—Summer Research Assistant form

go/sym—Spring Student Symposium homepage

go/symapp—Spring Student Symposium application form

go/tm—Time management planners

go/tutoring—Tutor schedules

go/tutors—Tutor information

go/writing—Information about the College Writing requirement

go/writingcenter—Information about availability of peer and professional help with writing

go/writingresources—Tips for getting started writing papers