Tutor Form Learning Enhancement Project
One-to-one Tutorials

Tutor Name	
Tutorial Date	
Student Name	
Student Number	
Course	
Year	
School	
Introduction to Creative Writing Elective	**Yes / No**
Other notes (if applicable)	
Query	
Feedback/Advice Given (3 main points)	
Interested in optional follow-up tutorial? Date set?	

Please fill in during each tutorial and email to Priscilla: priscilla.morris@ucd.ie.
Only very brief notes are needed. This is so I can see who uses the service and what their main queries are to help me write a project report. Thank you!

The feedback/advice section is primarily for you to keep a record of what advice you give, which might be useful if the student comes for a follow-up tutorial. There's no need to email the student any notes after the tutorial. It'd be useful to restate the main 3-5 feedback points at the end of the session.