



Mentoring Advanced Placement Mentor Facilitation Tips

Being a good facilitator takes confidence, patience and lots of practice. Here are a few concrete tips that will help you to get through some common facilitation snafus.

Pauses:

Sometimes when you are facilitating there are long pauses. Don't rush to jump in. Count to five before you speak up and rephrase the question, or add your own ideas. Some students will need extra time to formulate their thoughts.

Examples:

Be prepared to give examples of what you are asking for.

Repeat:

Before writing anything down, answering a question, or responding to a comment, repeat what the person said in your own words. This tells the person that you are listening, and have a chance to correct you if you misheard them or misinterpreted them. Also, if you have a large group, or if the student talking is soft spoken, it allows the rest of the group hear what was said.

If no one is talking:

- *Round robin:* go around the circle. One at a time, each person has a chance to give one idea. If they don't have an idea, they can say "pass". Keep going around the circle until all ideas are out.
- *Pair up students* and have them chat for a couple of minutes. They then can share what they talked about with the entire group.
- *Journal:* Have students write or brainstorm in a notebook for a couple of minutes. Then share their thoughts with a group.

If only one person is talking:

- *Round Robin* (see above)
- *Tell the group:* I'd like to hear from people who haven't spoken yet.