



# Top 10 Tips

## for Success with the Pearson Tutoring

Robust planning, results in better outcomes for students.

Spend time thinking about which students you will be enrolling, how you will group these students together, the timing of sessions to encourage high attendance and who will manage tutoring blocks once they have gone live.

Your personal onboarding assistant will provide you with a template to help get you started pulling this information together.



### 1 Student Registration

Please ensure that your students are registered well in advance and that they have received the invitation to register.



### 2 Check Your Firewall

Some school firewalls may initially block Bramble from working but this can be easily checked and tested [here](#). The Bramble Help Centre also has some useful information about how to improve your connection to Bramble. Have a look [here](#) for some great tips.



### 3 Setting Up Tutoring Block

Think about assigning an administrator to set up your tutor blocks to save your teaching staff time. Once they are set up they can be assigned to the tutor who will manage the block and liaise directly with the tutor. If you are managing a large number of blocks, you may use more than one coordinator to manage and phase the implementation of your tutoring schedule.



### 4 Before Confirming a Tutoring Block

Ensure that everything within your tutoring block is correct before you post it. You cannot make changes whilst the block is open, and once it's confirmed with a tutor in place, you can only change students in a block before session 1. Any change requests after this session will need to be submitted directly to the Pearson Tutoring team.



## 5 Block Set-up Session

It is absolutely vital that the class teacher either attends the first session of the block (the Introduction Session) or provides the Tutor with the information they need to ensure success for your students. We provide [templates](#) to help you capture all the information required. This is the step in the tutoring journey that ensures effective tutoring can take place.



## 6 Last Minute Confirmation

It is not good practice to confirm sessions at the last minute – tutors may not pick up notifications and you won't have time to test joining with your students. Any sessions cancelled with less than 24 hours notice will be treated as missed sessions and are non changeable.



## 7 Bramble Walkthrough Videos

There are two short Bramble walkthrough videos available on YouTube. Be sure to watch the [teacher walkthrough](#) and the [student / parent walkthrough](#).



## 8 Check Your Equipment

We strongly recommend using a laptop or PC for accessing Bramble, with the latest version of Google Chrome as your browser. If you only have access to an Android tablet or iPad, then you can still join live lessons on Bramble – they just aren't quite as reliable as a laptop or PC. Your students will also need: a microphone, headphones and a webcam.



## 9 Schools Handbook

It contains everything you need to know to create tutoring blocks on Bramble, a detailed breakdown of what you can expect from each tutoring session and information about how you can monitor the progress of sessions and access session recordings. The handbook is available on the [Pearson Tutoring website here](#).



## 10 Pearson Tutoring Customer Support Portal

If you experience any difficulties or have any questions regarding Pearson Tutoring , please contact our customer support service via the [Pearson Tutoring Customer Portal](#).