

Óbuda University Donát Bánki Faculty of Mechanical and Safety Engineering		Institute for Natural Sciences and Basic Subjects	
Name of the subject: Student Tutoring Preparation BTXTFE2BNF		Credit: 3	
<i>English language course</i>			
Mechatronics BSc			
Subject leader:	Dr. Tímea Lázár-Fülep	Lecturer:	Dr. Tímea Lázár-Fülep
Prerequisites:	-		
Weekly hours: 3	Lecture: 1	Group seminar: 2	Lab: 0
Requirements (s,v,f):	f – mid-term mark		
Course description:			
<p>The subject serves to prepare the Student Tutoring subject both from a methodological and project management point of view. Within the framework of the subject, students get to know various learning and pedagogical methodologies and procedures. They learn about tutoring methods and their effective implementation in practice. They are preparing for tutoring. In addition, students will learn about project documentation methodologies, which will help them in the planning and follow-up of projects and tutoring, as well as in the preparation of reports. Furthermore, these techniques can be effectively used during their studies to document their own development and to record their scientific and research results, which will be particularly useful in connection with thesis and diploma work subjects, but can also be used well when preparing TDK papers.</p>			
Schedule:			
Week	Topic		
1.	Introduction to the subject		
2.	Tutor methodology and research task		
3.	Tutor methodology and research task		
4.	Groups, group roles		
5.	Creating a tutorial plan		
6.	Creating a tutorial plan		
7.	Creating a tutorial plan		
8.	Conflict management, communication		
9.	Conflict management, communication		
10.	Time management		
11.	Presentation technique		
12.	Tutorial plan and presentation		
13.	Tutorial plan and presentation		
14.	Conclusions, end of semester		
Conditions for the mid-term mark:			
A group lecture must be given based on the given topics provided by the subject leader and the tutorial plan.			
Recommended books and notes:			

Date: 10. 02. 2024

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subject leader