



Effective Speaking

The Academic Success Center



Schedule for Fall 2021

****Please visit www.bucks.edu/asc , email tutor@bucks.edu, or call 215-968-8044 to make an appointment.****

Phone Sessions

Phone sessions are **appointment-based** for **one hour**. The tutor will call you using a blocked phone number. You will have the option to email materials ahead of time so you and the tutor can look at the materials together.

Real-Time Online Appointments

***Online appointments last one hour. Prior to the appointment, you will receive an email with instructions for accessing the online platform where the appointment will take place. Once in the online space, you will have the option to chat/talk with your tutor; you will also be able to upload images or files (such as a draft of an essay).

Phone and Online appointments are available during the hours listed below:

Real-time Online & Phone Appointments		
Day	Time	Classes Tutored
Monday	9:00am – 4:00pm	COMM 105, 110, 111, 215, 240 and any class that requires an oral presentation
	6:00pm – 9:00pm	
Tuesday	11:00am – 3:00pm	
Wednesday	11:00am – 1:00pm	
Thursday	6:00pm – 8:00pm	
Friday	9:00am – 11:00am	
Sunday	2:00pm – 4:00pm	

- **Monday – Friday:** Available online appointment spots will be removed 1 hour before they run.
Availability after 7pm and before 9am the next day will be removed at 6:30pm.
- **Friday Only:** Availability after 4pm and before 12pm the next day will be removed at 4pm.
- **Saturday and Sunday:**
 - Availability from 12pm – 9pm on weekends will be removed at 11am the same day.

Unused availability before 12pm will be removed at 5pm the previous day.

In-Person Sessions

****In-person sessions will all be via appointment and last for 30 minutes. ****

Location	Times	Classes Tutored
Newtown	Tuesdays: 12:00pm – 3:00pm	COMM 105, 110, 111, 215, 240 and any class that requires an oral presentation
	Thursdays: 12:00pm – 3:00pm	

Online Writing Form and Ask a Tutor Form

Students also have the option to submit an essay using the Online Writing Form:

<https://www.bucks.edu/academics/asc/online/online/#d.en.39255> If you submit a draft before noon on a business day, we will do our best to return it to you by 4pm on the next business day.

If you have a quick question, you can submit it using the Ask a Tutor Form:

<https://www.bucks.edu/academics/asc/online/onlinequestions/#d.en.39247> We will respond to your question as soon as possible, but, as with the Online Writing Form, if you submit your form by noon on a business day we will return it to you by 4pm the next business day.