



INSTRUCTIONS TO THE ADVISOR OF THE STUDY GROUP

Working with a student group requires a special approach, because the advisor determines not only the level of student achievement, but also the atmosphere in the team. Here is a short guide for an advisor on effective work with a student group:

1. Work Organization

- **Goal Setting:** Define the goals for the semester. These can include academic, creative, or social objectives.
- **Planning:** Develop an activity plan that includes classes, meetings, competitions, and discussions.
- **Scheduling:** Ensure that students have access to the schedule and understand when and where classes and other events take place.

2. Communication

- **Establish Communication Channels:** Create a group chat, email list, or use a platform that is convenient for communication.
- **Regular Meetings:** Hold regular meetings and advising hours to discuss academic matters and extracurricular activities.
- **Feedback:** Set up a system for collecting feedback from students regarding their concerns and suggestions.

3. Creating an Atmosphere

- **Kindness and Support:** Be open and responsive, creating an atmosphere of trust.
- **Inclusiveness:** Ensure that every student has the opportunity to speak and be heard.
- **Motivation:** Support students by recognizing and celebrating their successes and achievements.

4. Conflict Management

- **Identifying the Conflict:** Listen to both sides and try to understand the situation from different perspectives.
- **Mediation:** Help the parties find a common solution by facilitating dialogue.
- **Conflict Prevention:** Foster a positive atmosphere to reduce the likelihood of conflicts arising.

5. Group Development

- **Team building:** Organize activities to foster team spirit, such as off-site sessions and team games.
- **Encouraging initiative:** Encourage students to propose their ideas and actively participate in the life of the group.
- **Participation in projects:** Involve students in project activities to develop their skills and provide practical application of knowledge.

6. Navigation in the Learning Process

- **Monitoring academic performance:** Keep track of students' progress and offer support to those who are experiencing difficulties.
- **Support in the learning process:** Organize additional lessons, consultations, or interest-based groups.
- **Adaptation:** Pay attention to the individual needs of students and try to adapt the educational process accordingly.

7. Work Evaluation

- **Regular self-assessment:** Periodically review your own performance and gather feedback from students.
- **Adjusting your approach:** Use the collected feedback to refine your teaching style and methods.

This guide will help the advisor establish effective interaction with the student group, promote its development, and create a comfortable learning environment.