



University of Oxford

Effective Online Tutoring

Timing of the synchronous tutorials

We are often asked about the timing of the synchronous tutorials and so have produced this document as a guide to these live sessions.

Please don't worry about the time differences – we have participants from all around the globe and this is one reason why we do not put any specific dates and times into the course calendar – the Course Tutor waits until she knows where participants are logging in from before confirming the times and dates of the tutorials. In the last few runs of the course, we have found midday UK time to be preferable to evenings UK time. All of the live sessions are recorded so you can listen to them after the event if you miss one.

With regard to Unit 4 live presentations – these have to be live using [Adobe Connect](#) but again, do not worry as the Tutor is very flexible with regard to timings. Unit 4 is two weeks long, so there is ample time to find a slot to suit you and failing that, the Tutor is happy for your slot to be held slightly later in Unit 5. The only downside is that sometimes it is hard to get an audience and you may only be presenting to the Tutor and one or two other course participants!

So the best message to take away for now is that the Course Tutor will be very flexible and completely understands how difficult the different time zones make it for everyone to be online at exactly the same time. The Tutor is also aware that the participants are busy professionals who are juggling study, work and often family commitments.

[World Clock - Time Zone Converter](#)

If you still have any questions about these sessions, please email us at CPDpersonaldev@conted.ox.ac.uk

Regards
The University of Oxford Professional Development Team