SESSION 1 OF 5

# AI in the Session: What Every Tutor Needs to Know

The starting point: how chatbots actually work, where they go wrong, why AI rules change from course to course, and what your center expects in sessions.

| TIME | WHO IT'S FOR | YOU'LL NEED |
|---|---|---|
| 45 minutes | New and returning tutors, SI leaders and coaches | This guide, plus one tutor handout per person (separate file on the session page) |

**By the end, participants can**

- Explain in plain words how a chatbot produces an answer
- Name two ways AI answers go wrong (hallucination and sycophancy)
- Find a course's AI rules before helping with AI-related work
- Describe the center's expectations for AI in sessions

## Agenda at a glance

| | | |
|---|---|---|
| 1 | Warm-up | 5 min |
| 2 | How a chatbot works | 10 min |
| 3 | Two ways it goes wrong | 10 min |
| 4 | Every course has its own rules | 10 min |
| 5 | Our expectations | 5 min |
| 6 | Close | 5 min |
| | **Total** | **45 min** |

## Before you start

- [ ] Read your center's AI expectations (or draft them with the Policy Builder) so you can share them at the end.
- [ ] Open one chatbot your campus provides on the screen you'll project.
- [ ] Print the tutor handout, one per person.

- [ ] Pick two real syllabi from courses you support: one that allows AI and one that limits it. Remove anything identifying the instructor if you'd rather.

## Session plan

### 1 Warm-up — 5 min

Ask: "When did a student last bring AI into a session, and what happened?" Collect two or three stories. Don't solve them yet.

### 2 How a chatbot works — 10 min

A chatbot predicts the most likely next words based on patterns from its training data. It doesn't look facts up the way a search engine does. Show it live: ask the chatbot a question from a course you support, then ask it to check its own answer. Point out that it sounds confident either way.

### 3 Two ways it goes wrong — 10 min

- Hallucination: it states something false that sounds right, like a made-up citation or a wrong step in a calculation.
- Sycophancy: it agrees with whatever the user pushes. Demo: give it a wrong answer to a problem and say "I'm pretty sure this is right." Watch it go along.

Takeaway for tutors: an AI answer is a claim to check, never a source to trust.

### 4 Every course has its own rules — 10 min

Hand out the two syllabi. In pairs, tutors find the AI rules and answer: "Could a student use AI to check this homework? To draft this paper?" Debrief: rules vary by course and by assignment, so the first move in any AI-related session is to ask what the assignment allows.

### 5 Our expectations — 5 min

Walk through your center's expectations. Cover at least: we don't complete graded work, we check course rules first, and we keep student information out of AI tools.

### 6 Close — 5 min

Each tutor writes one thing they'll do differently next week. Collect them for follow-up.

## Role plays

Use these if you have extra time, or save them for the next session in this kit.

### "ChatGPT already did it"

A student shows a fully worked homework solution from ChatGPT and asks, "Can you just check if this is right?"

**Tutor's goal:** find out what the course allows, then turn checking into learning.

**Debrief:** Did the tutor ask about the course rules? Did the student end up explaining any of the steps?

**"The AI says you're wrong"**

A student says the chatbot explained a concept differently than the tutor did.

**Tutor's goal:** stay curious, compare both explanations against the textbook or notes, and model how to check.

**Debrief:** How did the tutor avoid a contest between "me" and "the AI"?

## Check for understanding: answer key

Ask these out loud or use them as a short quiz at the end.

1. A student says, "AI said it, so it must be right." What do you say?
   **ANSWER** It predicts likely words and can be wrong, so let's check it against the notes.

2. Why is "What does your course allow?" the first question in an AI-related session?
   **ANSWER** Rules differ by course and assignment.

3. What's sycophancy, and how could it trick a student?
   **ANSWER** The AI agrees with the student's wrong answer, so they think they're right.

4. Name one thing tutors never do, with or without AI.
   **ANSWER** Complete graded work, or share identifiable student information.

From the Learning Center AI Tutor Training Kit. Free to copy and adapt for your center. More sessions at learningcenterai.org/tutor-training.