

# Ringle Mock Session Guide.



Ringle is an EduTech start-up that strives to bridge the gap in English language learning by connecting global professionals to accomplished English speakers in online lessons.

# Welcome to Ringle's Mock Session Guide!

## What is the Mock Session?

We provide selected applicants with the opportunity to demonstrate their ability to lead a Ringle lesson through the Mock Session.

A member of the Ringle team will act as a mock student throughout the session to evaluate your ability to lead a lesson with professionalism, while offering valuable corrections and refining, diversifying and expanding upon the student's English.

# Who are Ringle students?

## Professionals

Professionals from non-English speaking countries working in international fields.

## Students

Non-native English speaking students who are currently studying or hoping to study abroad in the future.

## Teens

Middle and High School students. You can opt out of teaching teens from your profile page.

## Problems facing Ringle's students

### Lack of confidence

Ringle students are often hesitant to step outside of their comfort zones, both in their use of English and their exploration of English-speaking spaces.

### No meaningful progress

Ringle students have often already invested significant time, energy and money in English, but have failed to see results.

## **What do Ringle students want to achieve from a Ringle lesson?**

### **Learn**

how to phrase and structure  
thoughts in more efficient &  
natural constructions

### **Enhance**

the diversity and  
sophistication of their  
vocabulary & expressions

### **Develop**

a more native grasp of the  
English language, alongside  
greater ease & confidence



## Ringle Lesson Goals!

As a tutor, your primary goal during a Ringle lesson is to write down and then **not just correct, but perfect** the student's English by **expanding upon, diversifying and refining** their structures and language.

# The Mock Session Timeline

## Before the Mock Session

### **Prepare for your session!** 10 min

Read through your chosen Ringle packet and take a look at your student's selected questions and Lesson Request.

## During the Mock Session

### **Introduction** 1 min

Say "hi!" to your new student and get to know their short- and long-term linguistic goals.

### **Check the Lesson Style & Requests** 1 min

Spend some time ensuring that you know precisely what your student wants from the session and checking the information that they gave in their Lesson Request is accurate.

● Ask the student a selected question & write down as much as possible on the Ringle Doc **2 min**

● Use follow-up questions to encourage the student to develop their ideas & language **1 min**

● Offer and explain your corrections and suggest improvements to the student's original sentence structures and language **5 min**

"I'm not so sure about how these technology developments will be realised in the near future or far future but I agree with the author to some extent that we should find some innovative way to teach student."

  
student

I'm not so sure about how these technology developments will be realised in the near future or far future but I agree with the author to some extent that we should find some innovative way to teach student.

I'm not so sure about how these **technology technological** developments will be realised in the near future or far future **but** I agree with the author to some extent that we should **find** some innovative way to teach student.

→ **Although** I'm not entirely **convinced** by the **timeline** of these technological developments, I do agree that we must **explore** innovative teaching solutions.



"As a preposition, "although" allows for **more modular sentences that are structurally clearer** than "but", which is a conjunction. Additionally, more precise vocabulary like "timeline" **makes this sentence more efficient** and specific verbs like "explore" and "convinced" allow us to **make the actions of our sentences more meaningful**! You can see by my colour-coded notes that we've been able to eliminate content by using this more specific language."

  
tutor

● Repeat these steps with subsequent questions **8 min**

## Wrap up the lesson & say goodbye 2 min

- Point out the core trends in your student's English
  - **Example:** I noticed that you repeated yourself and used a lot of filler words in our lesson.
- Offer external resources or exercises to help the student practice
  - **Example:** By listening to the podcast 'Just A Minute', you can hear native speakers struggling with the same challenge of repetition and learn a fun game to practice independently!

## After the Mock Session

## Complete the Feedback Report 10 min

- **Grade** your student's English
- Write some **Overall Feedback** (~50 words)
- Offer at least one piece of **In-Depth Feedback** (~100 words), which either:
  - Discusses a specific correction
  - Gives a broader explanation of a linguistic point mentioned in the lesson
  - Offers an exercise or resources to work on an aspect of the student's English

The screenshot shows the Ringle Feedback Report interface. At the top, it says "Feedback Report (40-minute Lesson)". Below this, there are fields for Student (C/10e), Date/Time (April 25, 2021, 10:00am EDT), and Course (Big English). The "Assessment Score" section shows a total score of 0.0 / 20. Below this is a table with columns for Fluency, Vocabulary, Grammar, and Pronunciation. Each column has a list of items with scores. The "Overall Feedback" section at the bottom has a text area for providing feedback.

Fluency	Vocabulary	Grammar	Pronunciation
10	20	10	10
9	1	1	0
8	4	1	3
7	7	1	7
6	4	1	4
5	3	1	3
4	4	1	4
3	1	1	3
2	2	1	2
1	1	1	1
0	1	1	0



## The Lesson Checklist!

- ☑ Enter the lesson **2-3 minutes** early to set up and test your tech.
- ☑ Check which questions have a **green checkmark**; these are the ones your student has chosen to discuss!
- ☑ **Check-in with your student regularly** by asking whether they have any comments, requests or questions.
- ☑ Try to **write down whole sentences** of the student's English so you can give corrections with a full understanding of the context.
- ☑ Focus on **refining, combining & restructuring** their English more than correcting simple errors.

# The Feedback Report

Access useful resources



Rate your student's English



Offer some broad feedback



Save for later Feedback Report April 17, 2022, 8:30 PM 20min

Material: Winning Ice-cream and Chocolate start-ups in Silicon Valley  
Student: Chloe  Junior If this student is a junior (K-12), check this.

Docs  
Style  
Guide

Step 1/3 **Assessment Score** 8.0

**Fluency**

0 1 2 3 4 5 6 7 8 9 10

Answers are mostly coherent. A limited set of complex structural tools are perhaps overused. Some repetition, hesitation and self-correction, which may impact flow and require listener effort but don't impact overall clarity.

**Vocabulary**

0 1 2 3 4 5 6 7 8 9 10

Between 6 and 8

**Grammar**

0 1 2 3 4 5 6 7 8 9 10

A moderate range of grammatical structures are used, with some flexibility. Some errors are observed, especially within complex grammatical structures, which may impact flow and require listener effort but don't impact overall clarity.

**Pronunciation**

0 1 2 3 4 5 6 7 8 9 10

Between 8 and 10

Step 2/3 **Overall Feedback**

Please write your overall comments on the student's ability, a brief explanation of your scores, and any advice that you might have to further the student's linguistic development.

**B I U G Sans Serif A X B L**

Very well done today for a strong lesson. Now, keep working to integrate more specific vocabulary into your English, especially as a lack of specificity and precision within your sentences occasionally impacted clarity. Otherwise, very well done for correcting those "Y" and "T" sounds today!

45 words (min 30)

Next

Hit the buttons in the menu on the left to bring up the lesson's Ringle Doc, the student's Lesson Request and a detailed Mock Session Guide that includes a short video!

You'll be asked to rate your student out of 10 in four categories. Hover over each score to see detailed rubric that should make this fairly quick and easy!

This section will be a minimum of 30 words long & should focus on the core takeaways of the lesson. If in doubt, explain the reasoning behind your assessment scores and discuss a victory achieved during the session!

# The Feedback Report

The screenshot shows the 'Feedback Report' interface. On the left is a Ringle Doc editor with a document titled 'I agree that there are huge amount of money that Starbucks has from the card which is not used or some people forget.. forget.. forget refunding.. forget to return.. forget to refund the small amount of money that is left on the Starbucks card, so if we gather all the money that is left on the Starbucks gift card, then we have a huge amount of money'. The document contains several paragraphs and a list of notes. A purple arrow points from a note in the document to the 'In-Depth Feedback' form on the right. The form is titled 'Step 3/3 In-depth Feedback' and includes fields for 'Fluency', 'Grammar', and 'Vocabulary'. It also shows 'Feedback Count' (1 item) and 'Word Count (including "Before")' (69 words). The form has 'Back', 'Preview', and 'Submit' buttons.

Write 2 pieces of In-Depth Feedback, totalling 60 words (including your "After" sentence and Explanation).

Make sure your "After" sentence is grammatically complete, as we present these to students as model sentences.

Your Explanation doesn't need to be long! Just write a sentence or two about what you changed and why this marks an improvement.

You can make changes to the Ringle Doc, including restructuring content as paraphrasing if necessary.

Use the purple arrows to import paraphrased content from the Ringle Doc into your Feedback Report!

Hit "Preview" to see how the report will look to students and "Submit" when you're finished.

**Congratulations!**  
**You just completed a Feedback Report!**



# Our 4 Core Evaluation Criteria

## How prepared are you?

- Turn up on time!
- Make sure you've read the lesson packet & student requests.
- Teach from a quiet, private location with a stable network.

## What attitude do you bring to the lesson?

- Be positive, engaged and encouraging!
- Wear neat, tidy clothing and speak well.
- Articulate yourself well and in good English.

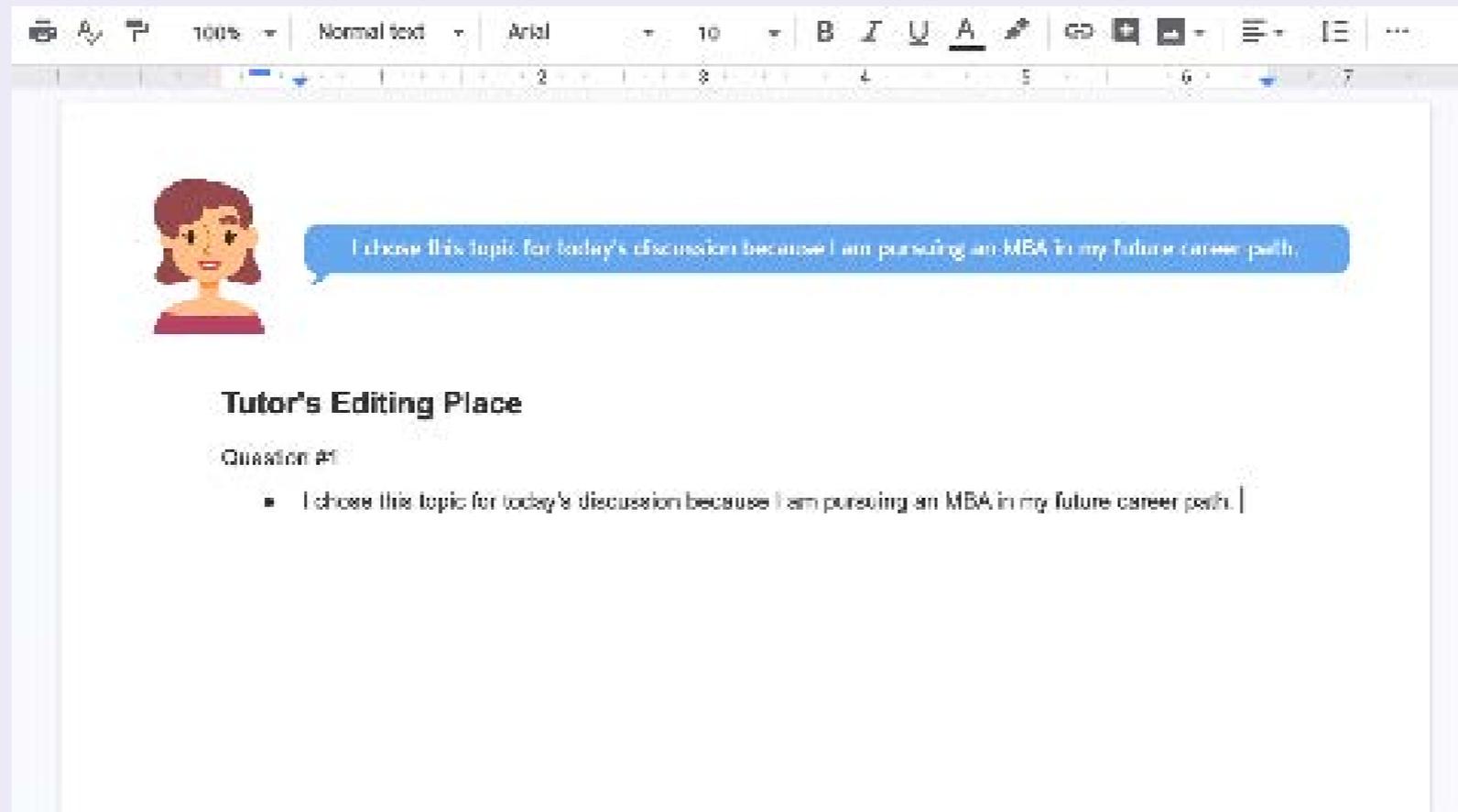
## How well can you structure the lesson?

- Demonstrate a good use of time & awareness of the lesson's structure.
- Encourage active discussion through follow-up questions.
- Navigate the lesson space & utilise the Ringle Doc effectively.

## Most importantly, how good is your feedback?

- Offer loads of synonyms, alternative structures, phrases & new expressions!
- Don't just correct words, but paraphrase whole structures & sentences.
- Offer overall feedback and advice at the end of the lesson.

# Learn how to structure your suggestions!



The screenshot shows a rich text editor interface. At the top, there is a toolbar with various icons for text formatting, including bold, italic, underline, and text color. Below the toolbar, a student's profile picture is shown next to a blue speech bubble containing the text: "I chose this topic for today's discussion because I am pursuing an MBA in my future career path." Below this, the text "Tutor's Editing Place" is displayed. Underneath, the text "Question #1" is shown, followed by a bulleted list containing the same text as the student's suggestion: "I chose this topic for today's discussion because I am pursuing an MBA in my future career path."

[Play video](#)

# Experience a model Mock Session!

The screenshot displays a Zoom lesson interface. At the top, it shows 'Lesson' and 'Mon, Feb 07, 08:00 AM'. Below this are navigation tabs: 'Lesson Style', 'Insight', 'Questions', 'Video Clip / Article', and 'Expressions'. A row of question icons (Q3, Q4, Q1, Q2, Q5, Q6, Q7) is visible, with Q4 highlighted. The main content area features a question: 'How do you feel about the right to repair?'. Below the question is a 'Student's Response' section with a text box containing 'No answer saved.'. To the right, a 'Lesson Notes' panel is open, showing a list of notes with highlighted words like 'value', 'marketing capabilities', and 'simple'. The notes include: '→ Walmart has **value** advantages because they **value** affordability, which can make them more attractive in the eyes of the consumer.', '→ Walmart has strong **marketing capabilities** including a catchy slogan.', and '• I understand Insta is more **simple** simple than Facebook in terms of layout and updating because it has pictures and short messages.'. Below the notes is a 'Tutor's Editing Place' section with a 'Paraphrasing' option and a 'Notes about the student:' field. At the bottom of the screen, there are two video thumbnails: one of a woman with glasses and a headset, and another of a woman with dark hair.

You'll hear all this during the session so we'll skip through it for now!



Play video

# FAQ.

## **Q How do I join the lesson's Zoom meeting?**

You don't have to! When you click the "Enter the lesson" button, the Zoom meeting will automatically open, as long as you have Zoom downloaded on your computer.

## **Q Do I have to share my screen on Zoom during the Mock Session or any other tutorial?**

Nope! Our students will all be able to see the same Ringle Doc that you see in the lesson space. Any corrections and suggestions that you record on that Ringle Doc will appear in real time to the student.

## **Q When will I hear whether I've been accepted?**

We'll send you an email about the outcome of your Mock Session within 2-4 business days.

# FAQ.

## **Q What sort of English ability will my mock student have?**

Fun fact: a few members of our team are actually former students! This means your mock student will likely show signs of the same struggles as a lot of our real students.

The linguistic ability of our actual students varies massively, from comparative beginners to people who have spent years living in English-speaking countries and sound almost like native speakers.

In all cases, your challenge as a Ringle tutor is to identify places for your student to improve: this might be correcting errors, but it's more likely to be refining, developing and condensing the student's English into more sophisticated phrasing and language.

## **Q How long should the Feedback Report take?**

The Feedback Report for the Mock Session doesn't need to be longer than 150 words, and shouldn't take more than 10 - 15 minutes!

# FAQ.

## **Q Will I have access to more resources on tutoring with Ringle before I start having real lessons?**

Of course! If you pass the Mock Session, you'll be invited to take part in an Orientation process. Through this process, you'll learn far more about the practicalities of tutoring on the platform and our different lesson types.

As soon as you've completed Orientation, you'll be able to access the full range of resources that we have available on our tutor portal. These include discussions of core grammar, practical advice for leading different sorts of lessons, and breakdowns of Ringle's tutor policy and payment system.

## **Q How to I make those cool arrows on the Ringle Doc?!**

The most important question! You can make these in the following ways: "->", "-->", "=>", "===>". You can also use "CTRL+b", "CTRL+u" and "CTRL+i" for bold, underlining & italics!

# FAQ.

If you have any further questions, feel free to drop us a message via **the on-site Chat function** on the bottom right-hand corner of the screen, or drop us an email at **[tutor@ringleplus.com](mailto:tutor@ringleplus.com)**!

## **Q Do you have any other advice for the Mock Session?**

Sure! Here are our 4 top tips:

- **Make sure you teach somewhere private and quiet, with stable internet.** Any background noise or network disturbances can distract both you and your students!
- **Don't be afraid to ask your student for feedback throughout the session!** Questions such as "Does this make sense?", "Are these the sort of corrections you wanted?" and "Would you like to change the lesson style at all?" are so useful! Not only do they provide you with a clearer understanding of your student's needs and goals, but they also help to ensure that your student feels acknowledged and comfortable.
- **Give honest, constructive feedback.** Our students aren't just looking for positive affirmation! They want practical advice on how to improve, and need to know their weakest areas. To ensure that feedback doesn't feel overly critical or personal, we advise that you critique the language, not the student. For example, rather than saying "You sounded unnatural," instead say, "This phrase sounded unnatural."
- **Be yourself and don't be nervous!** More than anything, our Ringle team member is eager to meet you, and to see your enthusiasm for the English language.  
  
Of course, we encourage you to treat the Mock Session like a real lesson, but if you need to ask questions or seek clarification at any point during the session, feel free to do so!

*Ringle*