**Generic Questions for Academic Conversations**

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| **General** |
| * What is your best/worst subject?
* Why is it your best/worst subject?
* Do you like your best/worst subject?
* What do you do in your best subject that you could also do in your worst subject to improve your performance?
* Are there any barriers in the way? In class? At home?
* What can you do to remove/minimise the barriers? Can I help you solve this?
* Can we make an action plan to help you?
* What can I (whānau teacher) do to help/support you achieve this year?
* Do you need to speak with your maths/Māori/PE teacher? Can I help you do this?
* What can your family/whānau do to assist?
* Since the last time we met did you achieve your goals? If not, discuss these reasons and brainstorm to identify reasons and solutions.
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| **NCEA** |
| * What subjects are important for your goals? Do you want to study at university/polytechnic?
* Do you know what is needed for this goal?
* Are you doing the right subjects? Do your subjects fit with the intentions for next year? For university? For carpentry? Etc.
* What/how many credits do you have already? Will they help for your goals?
* Should you be trying for merits/excellences? Can we help you achieve these?
* What merits/excellences do you have?
* Do you have your literacy/numeracy credits? Are you on target to get them?
* Do you have your UE literacy/numeracy credits? Are you on target?
* Are you on target to get the credits to reach your goals?
* How well do you think you are doing?
* Do you know when your internal/external assessments are?
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| **NCEA Re-sits** |
| * Do you have any standards/credits where you have got Not Achieved?
* Have you had your re-sit yet?
* Do you know what you need to do to improve on the re-sit?
* Have you talked to your teacher about what needs to be worked on?
* Where else can you go to find out that information?
* How important is this standard to helping you reach your goals for this year?
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| **Examinations** |
| * Have you checked your class notes?
* Are they complete? Are they in order?
* Can you read them? Do they make sense?
* Can you make a copy of someone else’s notes?
* Have you done study notes? Key points? Drawing connections?
* Do you have someone to test you? Is there someone to help you study?
* Do you tried past exam papers/questions? Can you interpret the questions?
* Do you have a study timetable?
* Do you have a place to study at home?
* Can school help you find a quiet space?
* Do you know your exam timetable? Time of exams?
* Have you seen the format of the exam?
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| **Learning** |
| * How do you feel about your current achievement?
* What were you most proud of last term?
* What do you see as needing improvement?
* What classes do you enjoy? What makes them enjoyable?
* What is your most difficult class? Why?
* What motivates you to learn?
* What is the most challenging thing about learning for you?
* What aspects of your learning do you need to work on?
* What is the most important thing about school that makes you want to come every day?
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| **Future Focus** |
| * Where do you want to be and what do you want to do when you have finished school? In 5 years’ time? (Discuss scholarships that could be available for future study – if appropriate – see careers staff)
* Does your career path match with your option choices?
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| **Managing yourself and your learning** |
| * What commitments do you have outside of school? E.g. Family/Church/Job/Sport. How much time do these take up?
* How was your attendance and punctuality to school? Is this affecting your achievement?
* How well did you use your student planner? Does it work for you? What do you use it for? How do you plan your deadlines and keep track of your due dates?
* How much time do you spend a night/week on learning at home?
* How do you prepare for assessments?
* Do you know your strengths and weaknesses? How do you address these?
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| **Help students to create S.M.A.R.T Goals** (Specific, Measurable, Achievable, Realistic, Timed) |
| * Academic Achievement.
* Self-Management.
* Personal Development.
* Sporting Goals.
* Cultural Goals.
* Community Service.
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