Proposal for highschool tutoring

Introduction

This proposal is to provide access to what I need to do and to have in the all-round type tutorial, including equipments and methodologies.

General partition

Regarding to HKDSE syllabus, partitioning by half-year as follows:

- Number and algebra:
    1. Algebraic notations handling and complex numbers;
    2. Solving simple equations in one unknown;
    3. Solving system of simple equations in two unknowns;
    4. Solving quadratic equations in one unknown;
    5. Introducing functions and graphs;
    6. Exponentiation and logarithms;
    7. Handling polynomials;
    8. Variations;
    9. Solving system of equations in advanced (More about equations);
    10. Solving inequalities;
    11. Linear programming;
    12. Sequence and series.
- Locus:
    1. Equation of straight lines;
    2. Distancing and variable location;
    3. Equation of circles;
    4. Equation of locus.
- Euclidean Geometry:
    1. Trigonometry;
    2. Sine Law, Cosine Law and Heron's formula;
    3. Properties of circle;
    4. Area and Volume;
    5. 3-dimensional geometry.

- Data Handling:
    1. Mean, mode, median, and standard deviation;
    2. Statistical charts reading;
    3. Counting;
    4. Probability;
    5. Statistical measure.
- Paper practising:
    1. By-topic praticing;
    2. By-year praticing (CE);
    3. By-year praticing (HKDSE);
    4. Challenging practicing.

Cycle Routine

For each cycle, each students will have four lessons in total. The regular routine may follows

- One lesson as a thorough goal setting of the chapters and brief recalling of memories.
- two lessons on examples and practising with tutor guidance; and
- One lesson for test.

Each lesson consists of one hour and ten minutes. Details are included in later section.

Equipment

- Timetable
- Process checking (Score included)
- Teaching notes
- Test
- Comment sheet