

5-Star Implementation Plan for the AI Tutor

Use this guide to introduce the CircleIn AI Tutor to your class and help students build a weekly habit of using it for course support.

Resources

- AI Tutor demo video: [Watch the CircleIn AI Tutor with Integrity video \(12 minutes\)](#)
- AI Tutor tips and information: [Open the AI Tutor Guide](#)

Core implementation steps

To introduce your class to the CircleIn AI Tutor, complete the following steps:

1. **Make a weekly homework assignment.** Ask students to complete 10 interactions per week with the AI Tutor. Add this expectation to your syllabus, course welcome presentation, and/or LMS welcome message.
2. **Give students 5 minutes to log in.** Have students visit CircleInApp.com and/or download the free CircleIn mobile app. Access is paid for by your institution.
3. **Provide 2 to 3 class-related questions.** Give students questions related to the course topic that they can enter into the AI Tutor during class to begin getting support.
4. **Explain how students should use the AI Tutor.** Since the AI Tutor does not give direct answers, let students know they are encouraged to copy and paste homework questions into the AI Tutor when they are stuck. This helps students understand that using the tutor for guidance is welcomed and is not cheating.
5. **Create a weekly reflection opportunity.** Once a week, allow students to share examples of how the AI Tutor helped them get unstuck or go deeper with the course material.

Optional bonus steps

6. **Upload course materials.** Upload a PDF of your syllabus to the AI Tutor to fine-tune it. You can also upload study guides, practice tests, old tests, or other course materials.
7. **Use a warm-up or exit-ticket question.** At the start of class, give students a warm-up question using the AI Tutor. You can also use the last 5 minutes of class for an exit-ticket question where students use the AI Tutor to think through a question or problem.

Login and reporting access

Professors can log in to explore the AI Tutor and see reporting on student usage for weekly homework credit, including the recommended goal of **10 interactions per week**.

- Open the CircleIn mobile app. The app is free for professors and students.
- [Visit CircleInApp.com](#), click Login, enter your school name, and log in with your school credentials. This is typically the same login used for your Learning Management System.

Contact

Questions? Email success@circleinapp.com.