

## FAQs

### **1. Where is the Writing Center?**

The physical Writing Center is located in 204 Eberly Library, which is on the top floor of the library. The Writing Center also has a virtual space for RN to BSN and graduate students that can be accessed on the WCONLINE Etutoring schedule.

### **2. When is the Writing Center open?**

Our schedule changes from semester to semester because of our peer writing consultants' own class commitments, but you can easily check our hours by visiting [www.waynesburg.mywconline.com](http://www.waynesburg.mywconline.com). We close for all holidays and breaks, and during these time periods, you will see grayed-out blocks on the schedule.

### **3. How can I make an appointment?**

Undergraduates can schedule face-to-face appointments (for either a 30-minute or a 60-minute session), and RN to BSN students and graduate students can schedule asynchronous appointments by logging into [www.waynesburg.mywconline.com](http://www.waynesburg.mywconline.com). If you've never visited the Writing Center before, you'll need to register for the system by entering your email and a password. You'll also find a direct link to WCONLINE on MyConnect and the Writing Center's webpage.

### **4. Who works in the Writing Center?**

Our staff consists of a Writing Center Director, who also teaches in the English department, two professional writing tutors, and a large staff of peer writing consultants. Our peer consultants are all strong writers who have taken a credit-bearing course in teaching writing or a summer preparatory course.

### **5. Will the Writing Center staff help only with papers for my English class?**

No! The Writing Center staff is prepared to help you with any writing assignment for any class offered at Waynesburg University. Our writing consultants major in a variety of subjects, including English, Accounting, Digital Media, Forensic Science, Math, Bible Ministry Studies, Biology, Education, Chemistry, Psychology, and Nursing.

### **6. Can I drop off my paper to be proofread?**

Writing Center consultants do not check or correct papers without the student author's interaction. Instead, we aim to help students become stronger writers by discussing and modeling writing techniques. Be prepared to take notes during your appointment, as our writing consultants are not permitted to write on your paper.

## **7. Should I visit right before my paper is due?**

We encourage student writers to visit early in the writing process, so enough time remains to incorporate ideas and techniques discovered during the appointment. Our surveys show that students find visiting during the brainstorming stage to be most beneficial, especially when a follow-up visit during the drafting stage occurs. Of course, you may always come in for an additional touch-up session right before your paper is due.

## **8. What should I bring to my appointment?**

Bring the writing assignment you'd like to work on, your professor's prompt, your course syllabus, and any other materials you're using to write this assignment. For example, if you are writing about a short story, bring your literature text. If you are writing a lab report, bring the notes you made while performing the experiment.

## **9. What will happen during my face-to-face appointment?**

You'll be greeted by a writing consultant and invited to have a seat at one of our tables (Perhaps you'd like a snack from our basket or a cup of hot coffee from our Keurig.) Your writing consultant will discuss your assignment, and the two of you will agree on goals for the session such as: brainstorming ideas for development, organizing ideas, sharpening concepts and words, and checking grammar/mechanics/citation format.

The appointment will be a conversation during which your consultant will offer a reader's feedback, ask questions, and model strategies you can use. Be prepared to take notes or mark up your paper, as our consultants are not permitted to write on your paper (It is your paper, after all.) Your consultant will then summarize your discussion, and you'll be asked to complete a short, online evaluation of your session. Before you leave, you may want to make a follow-up appointment. If your appointment is part of a class assignment, your consultant will email your professor that you've visited.

## **10. What happens in an asynchronous Etutoring appointment?**

After you upload your paper to an appointment on the Etutoring schedule on WCONLINE, a professional writing consultant will review your paper and add suggestions/instruction on your paper in marginal comments. You'll receive a report via email that gives an overview of the suggestions for your paper, and you can retrieve your paper by logging into WCONLINE, going into your appointment, and scrolling to the bottom of the form where you will see the newly uploaded paper. Since appointments are asynchronous, they do not occur during the hour you've scheduled, and there's no need to be present online during that time. While we try to respond as quickly as possible, at some points during the semester, heavy submissions occur, and it may take up to seven business days for us to respond.