



**When you can't make
it into the Writing
Commons . . .**

Don't be discouraged! The Writing Commons offers **Online Tutoring!** Send us your paper by e-mail, and we will help!

How?

1 - Save your paper in RTF (rich text format)

2 - Attach it to an e-mail to us

writing@kent.edu

3 - Tell us about the paper

- Course Name
- Instructor
- Assignment

4 - Ask us at least two questions like

"Is my thesis clearly stated?"

"How is my comma usage?"

"Do my transitions make sense?"

5 - Send the paper

We will schedule your paper in the next available time slot for a trained online Writing Commons tutor to assist you!

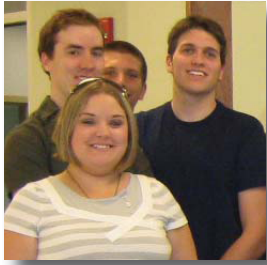
Writing Commons
4th Floor Library
(330)-672-1787
E-mail: writing@kent.edu

<http://dept.kent.edu/english/writingcent>



M 10:00 am - 8:30 pm
T 10:00 am - 8:30 pm
W 10:00 am - 8:30 pm
R 10:00 am - 6:30 pm
F 10:00 am - 3:15 pm
Sa Closed
Su 3:15 pm - 8:30 pm





About Tutoring Sessions. . .

Each session lasts up to 45 minutes. You may be scheduled with another student who is taking the same class as you and has the same professor. If you do not wish to be scheduled with a partner, please tell us when you sign up for an appointment.

We can help you . . .

Because our tutors come from many majors in the university, we can offer support to writers in courses across the curriculum.

What you should bring. . .

You are not required to bring a draft, but we encourage you to do so. Bring a description of your assignment, notes, earlier drafts, and (if possible) instructor's written feedback. You do not need to have a full draft to benefit from working with a tutor.

No Show/Late Cancel Policy . . .

You must cancel appointments 24 hours in advance to avoid being considered a "No Show." Two No-Shows in a single semester will result in not being allowed to schedule appointments for the semester. You may continue to drop in and work with Writing Commons tutors, when they are available, without an appointment.

What Happens at the Writing Commons?

Writing tutors will . . .

- Help you understand assignments and get started
- Help you develop a focus, create and refine a thesis, add supporting details, and delete distracting material
- Help you learn to proofread
- Help you learn and understand grammar and punctuation
- Encourage you to express your ideas clearly
- Help you find the resources you need to adhere to your instructor's format requirements

Writing tutors won't . . .

- Write passages for your paper
- Proofread or edit papers
- Grade your writing



At the Writing Commons, our goal is to produce **better** writers, not just be **better** writing.

Other Writing Commons Services

Writing Centers' Portal

- <http://dept.kent.edu/english/writingcent/portal>
- Online dictionary and thesaurus
- MLA and APA style documentation sites
- Links to many other online resources

Writing Commons Website

- <http://dept.kent.edu/english/WritingCent>
- Important news and information
- Mini-Lessons focusing on grammar concerns (commas, MLA documentation, transitions . . .)
- Information about staff, hours, and FAQ



If you need quick assistance or can't make it to the Writing Commons, check out our web sites.

Workshops and Additional Offerings

- 50—minute workshops on various composing and revising topics
- Residential Hall Programming
- Writing Support Groups
- Classroom Visits
- Call for this semester's workshop topics or to suggest one