TO BE PREPARED FOR YOUR CONFERENCE, DON’T FORGET TO BRING…

- Assignment Guidelines sheet from your instructor
- Printed copy of your essay draft
- Specific questions
- Pen and notebook for taking notes

ONLINE TUTORING IS ALSO AVAILABLE
South Seattle College provides online tutoring through the Western E-Tutoring Consortium. For eTutoring services, go to https://www.etutoringonline.org/ to login.

YOUR INSTRUCTOR IS YOUR BEST RESOURCE:
Writing assistants will help as much as possible; however, don’t hesitate to communicate with your instructor about assignments during their office hours, via email, or in class.

VISIT OUR WEBSITE!
To learn more about our services and our writing assistants, go to our South Seattle College Writing Center website at http://www.southseattle.edu/tutoring/writing-center.aspx

QUESTIONS?
Email Kathy Whitham, SSC Writing Center Coordinator:
Kathy.whitham@seattlecolleges.edu

“A word after a word after a word is power.”
--Margaret Atwood, author

Fall, Winter, & Spring Hours:
MON-THUR 10 - 5
FRI 10 - 2
SAT 10 – 1
Closed on Sundays & Holidays
[Summer Quarter Hours: MTWTh 10 - 2]

The Writing Center is a free campus resource for SSC students, staff and faculty.
WHAT THE WRITING CENTER OFFERS

<table>
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<th>Feedback and assistance on any type of writing assignment at any stage of the writing process: Brainstorming topics, crafting thesis statements, developing/organizing paragraphs, citing MLA/APA sources, and editing/grammar assistance.</th>
<th>Writing assistance on resumes, cover letters, and personal statements.</th>
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<td>Nine computers and a laser printer for student use.</td>
<td>Free handouts on a variety of writing and research skills.</td>
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<tr>
<td>10-minute WC Orientations in LIB205 or Classroom Visits: Faculty may schedule these by emailing Kathy at <a href="mailto:kathy.whitham@seattlecolleges.edu">kathy.whitham@seattlecolleges.edu</a></td>
<td>Embedded Tutoring: Faculty may schedule weekly classroom tutors for the quarter by emailing Kathy: <a href="mailto:Kathy.whitham@seattlecolleges.edu">Kathy.whitham@seattlecolleges.edu</a></td>
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CONFERENCE GUIDELINES & PHILOSOPHY

WHAT THE WRITING CENTER OFFERS: Tutors will assist all SSC students with any step of the writing process from brainstorming ideas to paragraph development and organization to editing and grammar.

3 CONFERENCES PER ASSIGNMENT: Students are encouraged to visit the WC up to 3 conferences per assignment. (Example: If you have a total of 3 essay assignments in your ENGL101 class, you may come in for three 30-min. conferences per essay—which adds up to 9 conferences.) Returning once or twice for assistance on an assignment is a great way to learn skills from your WC conferences.

MAKE AN APPOINTMENT OR DROP-IN

TO MAKE AN APPOINTMENT IN ADVANCE...

1. Print both your first and last name for an available future day/time in the Appointment Book.
2. Take an “appointment reminder card” to help you remember your appointment.
3. When you arrive for your appointment, type your name and student ID# into the data computer.
4. If you’re early, you may work at a table or use one of the computers while you wait for a writing assistant to call your name.

Please arrive on time so you don’t miss your appointment.

TO DROP-IN...

1. If you don’t have an appointment but want to meet with a writing assistant, stop by and see us.
2. Write your name and time you arrived on the Drop-In Sheet.
3. Type your name and student ID# into the data computer.
4. Then wait for a writing assistant to call your name

Students who drop in may need to wait a few minutes for assistance if the WC is busy.

Excellent eTutoring is also available: For login instructions, go to http://www.southseattle.edu/tutoring/online.aspx