BEFORE YOUR SESSION: Please complete the top half of this form. This will help you get the most out of the 30 minutes with the tutor.

Student ___________________ Today’s Date _______ Due Date _______ Visit required? Y / N / Extra Credit

Instructor ___________________ Course _______ Visits to Writing Center? First Fewer than 5 More than 5

Type of Assignment (ex. narrative, compare/contrast, scholarship, etc.)

Do you have assignment instructions? Y / N Have you already been to the Writing Center to work on this assignment? Y / N

What else did you bring? (ex. outline, draft with comments, etc.)

Please circle one number to rate your understanding of the assignment:

<table>
<thead>
<tr>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
<th>5</th>
<th>I understand the assignment completely.</th>
</tr>
</thead>
</table>

1. What are you writing about?

2. What steps have you taken in working on your assignment? (ex. read the assignment, outlined, drafted, peer review, revised). Please list as many as you can think of.

3. What do you want to know or be able to do at the end of the half-hour session?

4. Is there anything else you want the tutor to know?

DURING YOUR SESSION: This portion will be completed with the tutor.

Tutor:

Prewriting:
- Assignment analysis
- Brainstorm/Cluster
- Outlining
- Research

Working Draft:
- Focus/thesis
- Introduction
- Essay structure
- Paragraph structure

Sentence Level:
- Evidence
- Analysis
- Conclusion
- Citation

DURING SESSION:

NEXT STEPS:

Resources used/recommended: Take-Away SKILLS or HABITS:

Time Out: