Commas I: a review of basic rules for using commas
Commas II: additional instruction on comma use
Common Writing Errors: addresses typical errors found in student writing, such as shifts in pronoun or verb tense, and common punctuation and spelling errors
*Grammar Agreement: reviews basic subject/verb and pronoun agreement
The Paragraph: instruction on how to write an effective paragraph, beginning with a clear topic sentence, as well as how to organize and develop the paragraph
*Parts of Speech: review of the eight parts of speech
Practical Writing Tips: an A-Z guide for students on everything from capitalization to diction, avoiding passive voice and dumped quotations, and usage errors (affect/effect, amount/number, good/well etc.)
*Punctuation: a review of rules for correct punctuation
Sentence Combining: helps students learn how to vary sentence types as well as write more complex sentences
Sentence Diagramming: helps students learn to diagram sentences, thereby better understanding the parts of a sentence and how they work together
*Sentence Structure: defines a sentence and helps students recognize and correct sentence errors such as fragments, comma splices, or run-on sentences
Spelling: focuses on five common spelling problems (e.g. words with ie or ei, silent consonants, keeping or dropping the final e, double consonants, and variations in spelling the root word)
Vocabulary I: presents 100 words college students should know (and use)
Vocabulary II: presents another 100 words useful in academic writing
Writing Concisely: helps students recognize and eliminate empty words and phrases, as well as sentence structures, that contribute to wordiness

* Foundational programs
Faculty Lunch ‘n Learn
March 24, 2016

Five Ways the Writing Center Can Help Your Students

1) Tutors can help your students brainstorm ideas for their essays and papers.
2) Tutors can help your students revise their writing assignments on the mechanical level—i.e. punctuation and sentence structure.
3) Tutors can help your students with organization—i.e. developing thesis statements, writing clear topic sentences, and developing coherent and unified paragraphs.
4) Tutors can help your students learn grammatical skills or refine their writing style by working with them on instructional programs such as punctuation, sentence structure, or concise writing.
5) Tutors will follow any specific instructions you send with your students to help them improve their writing, and they will sign off on any documentation you require.

Three Ways You Can Help the Writing Center Help Your Students

1) Please clarify in advance with your students that they are not bringing their assignments to the Writing Center to be proofread. Tell them to expect an interactive experience with their tutor. This will require students to come well before their assignment is due.
2) Please direct your students to bring the their assignment guidelines with them. Without these, it is very difficult for the tutor to know what you are looking for in a particular assignment.
3) Please be clear and specific in your writing assignment guidelines. For example:
   o How many pages or paragraphs?
   o Does the essay require a thesis statement?
   o Does the essay require a particular mode of development? (narrative, argument, cause and effect, etc.)
   o Is it informal or formal? (e.g. more formal writing does not use first or second person)