

## College Credit Plus – ENG231 Guide to SSC Online Writing Center Appointments

**40 points of I.D.A.** For each visit. Double the credit from first semester. **TWO** required.

1. In your MyStarkState Angel Account – Go to the Online Writing Center (you joined in semester 1 – you're still a member)
2. Make a One Hour session appointment using the Appointy Scheduler
3. Upload your document to [SSCWITINGCENTER@GMAIL.COM](mailto:SSCWITINGCENTER@GMAIL.COM) – even if early in the writing process, upload some questions to help the consultant help you. STUDENTS are to direct the session not the consultants.
4. Have at least **THREE** assignment specific QUESTIONS ready to ask at your appointment. Focus on CONTENT, ORGANIZATION, IDEAS, THESIS, INTRODUCTION, CONCLUSION. Do NOT focus a question on grammar / mechanics. They are not to help you with those areas. (You will use this information for your written reflection.)
5. Sign in to the online writing center at your scheduled appointment time. Go to FRONT DESK, then go to COLLABORATE ULTRA Tutoring Sessions – go into the TIME of your appointment.
6. YES. Your instructor needs a receipt by email of your appointment. Consultant can send email to: [jjk3jc@jackson.sparcc.org](mailto:jjk3jc@jackson.sparcc.org) or to [jkoladin@starkstate.edu](mailto:jkoladin@starkstate.edu)
7. How to earn credit. Write your REFLECTION in BEARWORKS – Semester II
8. Respond in detail to these questions for each of your TWO visits this semester.
  - A. Date of Session
  - B. Consultant's Name
  - C. Three questions you asked – *NOT related to grammar/mechanics – you can ask about grammar, but grammar or mechanics should NOT appear in your written reflection. You will lose points if it is.*
  - D. Feedback the consultant gave you. (Eon't just copy and paste)
  - E. **DETAILED** explanation of how you plan to use the consultant's feedback – be specific.
9. The appointment is due ONE DAY before the essay is due. The written reflection MUST be in student's bearworks folder the day before the paper is due. *Late work receives -5 each day late.*
10. Visits in person in room G200 on the SSC main campus at Frank and Mega. Bring stamped verification sheet to instructor if visit is in person. In-person visits MUST be 30 minutes in length at a minimum. Visits in person less than 30 minutes will NOT receive credit.
11. **ADVICE 1:** As a student, you are in charge of your appointment discussion. It is your job to know the expectations of the assignment and to be prepared with questions. If a consultant expresses to you that “everything looks fine,” please politely tell them that you prefer constructive feedback and guide the consultant back to your specific question. Writing can always be improved, and express to the consultant that you really want to improve, so what else does the consultant see to help you? Keep the conversation going with the consultant until you get feedback if the consultant seems to be reassuring you too much.
12. **ADVICE 2:** – Ask Ms. Koladin if the consultant is giving you information you do not feel was accurate or helpful or in alignment with our class assignment goals. The consultant is seeing writing from potentially over 40 different instructors with 40+ different assignments, so you need to make sure YOU get clarification. Remember – Periods 1 and 8 are available in P116.

### **2 Required appointments for Semester II (CHOOSE TWO to complete and write reflections on)**

Individual Essay #1 – Media Experience (Evaluation Argument) February, 2017

Individual Essay #2 – Interviewing Experts - CURIOSITY – Mini-research paper – Feb. & March 2017.

Individual Essay #3 – Change will do you good – April/May 2017