HOW TO OPTIMIZE YOUR WRITING LAB SESSION

1 Make Your Appointment
There are three types of appointments.

- **Face-to-Face:** Meeting in the Writing Lab
- **Online Tutoring:** Log in for a live chat
- **E-Tutoring:** Upload a document for review

Choosing a Tutor
All tutors are trained to work the same documents. You can filter graduate and undergraduate tutors in WCO. You might try a few different tutors before you find your preferred tutor style.

How long?
We suggest hour-long sessions while you get comfortable. Use half hour sessions for quick questions. Break up long papers into multiple hour-long sessions.

QUICK TIPS

Schedule appointments in advance, especially during busy weeks of the semester.

Remember to account for travel time.

Visit us with substantial time before your document is due.

You can change which schedule view you want to see at the top of the WCO website.

2 Prepare
Spend a few minutes collecting your thoughts.

What to Bring
- PUID to check-in
- Multiple printed copies of your document
- Arrive 5-10 minutes early
- Computer charger

What to Expect
- Tutors will address items that influence your whole paper before sentence level items, such as grammar.
- Come with your questions and a working mindset, our tutors are not editors.
- It is possible that tutors will not get to each of your questions in one session.

③ The Session

Use what you prepared to make the most of this time.

Face-to-Face

- Communicate your priorities at beginning.
- Share what has worked for you in the past.
- If you don't understand the tutor, ask them to explain their thought.

Online Tutoring

- Express your writing concerns at the beginning.
- Take advantage of WCO features like drawing, transcripts, and highlighting.

E-Tutoring

- Type out all concerns when you make the appointment.
- Understand that the tutor only has the session length to work on your document.

④ After

Use new information to build on your skills.

Follow-Up Appointments

- Address additional concerns or work on later stages of the document with follow-up appointments.
- Making appointments with the same tutor can be advantageous for deeper understanding.
- Making appointments with a different tutor can help you get additional perspectives.

Practicing

- Reflect on what you felt was most helpful in the session, so you can ask for that next time.
- Go over session notes (both own and tutor's) soon after the session, so you can more easily internalize them.

Building Error Logs

- Keep a private document where you track your common writing errors and their individual revisions.
- Include larger writing concepts like thesis statements and topic sentences and smaller errors like grammatical error patterns.
- Study your error own errors and model your future writing from the revisions you've made.

PURDUE
WRITING LAB