

UNIVERSITY of HOUSTON

WRITING CENTER

MATH 3311, Fall 2017: Instructions for Your UH Writing Center Meetings

THE WRITING CENTER IS LOCATED IN THE CLASSROOM AND BUSINESS BUILDING, OR “CBB,” BUILDING 499 (BETWEEN CEMO HALL AND THE UNIVERSITY CENTER) ON THE SECOND FLOOR. ALL INDIVIDUAL MEETINGS WILL TAKE PLACE IN ROOM 234.

To help you prepare for your writing in this course, your instructor and Writing Center specialists have created a program designed to help you consider strategies for composing and revising your assignments. **As part of your required coursework, you will attend four meetings at the Writing Center this semester— three individual 30-minute meetings, and one group meeting with several of your classmates.** (Later this semester, you will be given more specific information about your Nov. 30 group meeting with your classmates and writing consultant.)

BE SURE TO SCHEDULE YOUR INDIVIDUAL CONSULTATIONS AS EARLY AS POSSIBLE WITHIN EACH SIGN-UP PERIOD TO ENSURE THAT YOU RESERVE MEETING DATES AND TIMES THAT WORK FOR YOU. REMEMBER THAT THE LONGER YOU WAIT TO BOOK YOUR RESERVATIONS, THE MORE DIFFICULT IT WILL BE TO FIND DAYS AND TIMES DURING WHICH YOU’LL BE AVAILABLE.

Below is a calendar of events related to your participation with the Writing Center:

Event/meeting dates; Writing Center location	Events or meetings	What students must bring
Sept. 14-Sept. 19	Make your WC Online reservation for writing support for Essay #1 .	n/a
Sept. 18-21; Rm. 234	Attend your scheduled writing consultation.	A draft of Essay #1
Oct. 12-24	Make your WC Online reservation for writing support for Essay #2 .	n/a
Oct. 23-26; Rm. 234	Attend your scheduled writing consultation.	A draft of Essay #2
Nov. 2-14	Make your WC Online reservation for writing support for Essay #3 .	n/a
Nov. 13-16; Rm. 234	Attend your scheduled writing consultation.	A draft of Essay #3
Nov. 30, 1:00-2:15; Rm. 238	Attend your small-group meeting with your consultant and your classmates.	Instructions for Term Paper

Your Writing Consultant’s Role

Your consultant will help you develop and structure ideas and organize your thoughts by engaging in meaningful and purposeful conversations about your writing within the context of the given assignment. These focused conversations can help you gain the perspectives needed to communicate effectively within your writing. Please note that your Writing Consultant will not proofread, line-edit, predict what grade your writing might earn, or critique the discipline-specific content of your writing.

Scheduling Your Individual Writing Consultations

(If you already have a WC Online account, do not create a second account.)

To schedule your three (3) required individual consultations at the Writing Center, visit our website at www.uh.edu/writingcenter and choose "SCHEDULE APPOINTMENTS." **After reading the "WC Online Usage Policies,"** open an account with WC Online by choosing "Go To WC Online Scheduler." After registering, logon to the system at any time and choose **"General Writing Consultations Fall 2017."**

THE GENERAL WRITING CONSULTANTS WILL HAVE RECEIVED TRAINING AND ORIENTATION IN YOUR INSTRUCTOR'S CONCERNS ABOUT STUDENTS' WRITING, AS WELL AS THE PARTICULARS OF YOUR WRITING INSTRUCTIONS.

Appointments for your individual writing meetings must be made at least two days in advance and will be available for booking through WC Online on the dates listed in the table above. REMEMBER THAT THE LONGER YOU WAIT TO BOOK YOUR RESERVATIONS, THE MORE DIFFICULT IT WILL BE TO FIND DAYS AND TIMES THAT WORK WITH YOUR SCHEDULE.

For more information about your MATH 3311 consultations, contact Lorinda Robb at lrobb@uh.edu or 713-743-3018.