Rights and Responsibilities

Student Writers

What do we expect of you?

**Preparation** – Make an appointment well ahead of assignment due dates when possible. Doing so will ensure that you have time to address concerns and ideas raised during your writing review session. Think about what you would like to discuss or address before you arrive for your session.

**Work** - Bring a draft or brainstorming materials, including the assignment prompt, with you to your session.

**Q&A** - Be prepared to answer questions about the assignment, your paper, your writing process, and your goals for the session.

**Active participation** - You will be the one writing and revising your draft while the consultant assists you. Only you can decide whether you will revise your work based upon a consultant’s suggestions.

**Respect** – Treat the consultants with the same respect they will show you. You are working with highly-trained, dedicated, and experienced writers and peers who are here to support you. Treat them accordingly.

**Time management** – Each session lasts for 45 minutes. Show up on time for your appointment and cancel appointments ahead of time to allow others to reserve time with a consultant. Be mindful of the time constraints involved in managing writing sessions. Consultants sign up for specific shifts that take into account their heavy academic load and must not linger after their shift ends. Additionally, your peers may be scheduled to visit with a consultant immediately following your session. Please prepare to wrap up your session in a timely manner to respect the schedules of the consultants and your peers.

**Academic Integrity** – The work that you bring to the CWPD should be your own. If you have questions regarding academic integrity, correctly using and citing sources, or analyzing evidence please ask for assistance.

**Walk-Ins** – Students who have made appointments take precedence over walk-in visits. If, after 10 minutes, a scheduled writer does not show up, a consultant may take on a writing session on a walk-in basis.
What can you expect from a Writing session?

Timing – Each session lasts for 45 minutes. You may visit the CWPD with the same paper up to three times; after that, we will ask you work independently, using the suggestions you have received to revise your own work.

A Challenge – Consultants are trained to respond to your work as general readers; as such, they may ask many questions and point out areas where your argument, support, analysis, or organization strategy might need attention. They may also ask questions that are meant to challenge your argument and assumptions. Their approach is meant to strengthen both your writing and your critical thinking skills.

Consultants – You will work one-on-one with highly trained peer consultants who will address the questions and concerns you may have about your writing. Consultants will share tips and strategies that could improve your writing and your writing process.

Resources – Consultants can help you find and use writing and citation resources. Just ask!

Respect – Consultants should always treat student writers and visitors to the CWPD with courtesy and respect. The details of each session are to remain confidential and may only be discussed (with names redacted) for the purpose of ongoing training, addressing issues related to academic integrity, or to resolve conflicts with the permission of the Associate Director.