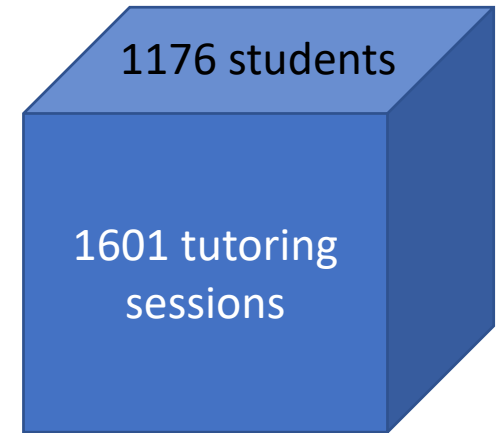


We know what you've done there:
writing tutors from the
Douglas College Learning Centre
respond to instructors' assignment
guidelines

Better Together – Partners in Learning
May 5, 2022

Douglas College sits on the unceded, ancestral and traditional territories of the Coast Salish Peoples of the QayQayt and Kwikwetlem First Nations.

The panelists



Submit-a-Draft Tutors


Sean Cleveland

Jackkson Newton

Writing and Language Tutors

Palika Gupta

Jimena Savarain



How writing tutoring works

1. Assignment Instructions
2. Thesis
3. Essay Structure
4. Paragraph Focus
5. Support
6. Flow
7. Style, grammar, and typos

EDIT YOUR ESSAY IN 7 STEPS

DOUGLAS COLLEGE
LEARNING CENTRE

Assignment design: typical elements of a writing assignment

- Task:
 - "sets forth the subject matter dimensions of the assignment" a meaning-constructing task could mean a disciplinary problems that the student must address, a thesis to support or attack, a data-set that needs to be interpreted, ...
- Role or Purpose
 - informative, analytical, persuasive, reflective, exploratory
- Audience
 - a specific audience with a defined initial stance. Position of power or of equality.
- Format or Genre
 - academic paper, op-ed piece, memo, proposal, experimental report and info about length and style
- Interactive Components
 - incorporating a schedule for completing the elements of the process of writing like brainstorming, peer review, early drafts.
- Evaluation Criteria
 - how the work will be graded. i.e. a rubric

From John Bean, Engaging Ideas - developed using NSSE/WPA research



Today's questions for the panelists

1. What does a typical session look like for you?
2. How/when do you incorporate the assignment instructions?
3. How do you define a good writing assignment?
4. Where do you see students struggling the most in terms of following the assignment guidelines?
5. TBD – (think of your questions now!)



Question #1

What does a typical session look like for you?

How a peer tutor facilitates a writing session

Jimena (pronounced hee-meh-nah) is a Psychology student and peer writing tutor at Douglas College. In addition to Psychology, she has taken a variety of Philosophy, English, and Sociology courses. She also enjoys learning about gender and women's studies and analyzing poetry. While argumentative essays and literary analyses are her favourite, she is happy to help you with any writing assignment you're working on. She looks forward to seeing you at the Learning Centre!

Jimena is able to tutor in English and Spanish.

Palika is a student at Douglas College and a peer writing tutor. She has recently completed her Diploma in Criminology and is currently working towards getting her bachelor's degree in Criminology. She can not only help you with your writing process but also can help you with Criminology content. She's also comfortable with MLA, Chicago, and APA citation styles. For her, tutoring is not about just about helping you with your writing, but is also about sharing whatever she knows about being a successful student. She is so excited to help each one of you and to learn from you all. She has written papers for all the CRIM courses (till 3rd year courses), ENGL 1130, ENGL 1106, LGST courses and PYSC courses.

Palika is able to tutor in English, Punjabi and Hindi.

Online Tutoring

- ☒ Schedule **On Campus** appointment.
- ☐ Schedule **Zoom tutoring session** appointment.
Log back in to this website approximately five minutes before the start of your appointment.

Questions marked with a * are required. Questions marked with **ADMIN ONLY** are only available to and shown to administrators. (As an administrator, you can save an appointment without filling in required fields--except if those required fields are also tagged as administrator-only questions.)

Course and number (e.g. ENGL 1130) *

Type of assignment *

-- please select --



Describe what concerns or questions you have for your tutor (Please be specific). If you have any accessibility requirements, please advise how we can best support you accessing tutoring. *

Choose course or subject for tutoring: *

-- please select --



How a peer tutor responds to a draft

ONLINE TUTORING **SUBMIT A DRAFT FOR FEEDBACK**

To have a writing tutor provide feedback for your writing, upload your draft (.doc or .docx format) when making this appointment. Then, watch your email for notification that your appointment has been modified or someone has responded to your draft.

Course and number (e.g. ENGL 1130)

ENGL 1130

Type of assignment

Argument Essay

Assignment due date

April 19th

Documenting and formatting style

MLA

Describe what concerns or questions you have for your tutor (Please be specific). If you have any accessibility requirements, please advise how we can best support you accessing tutoring.

Please let me know if I didn't follow MLA 8 style anywhere like the work cited page or in-text citations.

Are the attribution tags are correct in my essay?

Is there any wordiness or repetition? (please let me know, I get that a lot)

Am I specific enough when addressing the issues?

As a reader do you think that my reasoning is clear enough and overall are the paragraphs logically structured? Please state where is not.

Are the topic sentences specific?

Do I need to work more on structuring the body paragraphs?

Is my thesis specific? Do I need to improve it?

Please please let me know if you notice wordiness and vague phrasing.

Where and how do I need to be more precise and accurate or explain more?

THANK YOU SO MUCH FOR THE FEEDBACK, I TRULY APPRECIATE IT!::)))

Please attach your assignment instructions at the bottom of this form. If you cannot attach them, please copy-paste them here or describe in detail.

Sample submit-a- draft response

Hey [STUDENT], ☺

My name is Sean, and I am the online tutor who reviewed your writing today. I hope the semester is going well for you and that the transition back to on-campus instruction is smooth. I will be providing feedback here in paragraph form as well as throughout the essay in margin comments. To see these margin comments, click "Show Comments" under the REVIEW tab. I hope my feedback will be of use to you.

In your request you asked us to look at your paper for a variety of concerns and I have made suggestions.

Let's get to it!

A friendly reminder:

- My job is to provide a reader's perspective and point you in the right direction.
- What I **cannot do** is edit the paper for you -- that would be plagiarism.
- The focus of my feedback will be on higher-order concerns: the "big picture" components that lay the foundation for a strong paper -- things like your thesis and idea organization.
- Due to time constraints, I may not have read your assignment word for word -- especially when it's a particularly long paper. What does this mean for you? In the margin comments, if I point out only one instance of a key issue, please don't assume that it's the **only** instance.
- Sometimes, my suggestions may contradict your professor's instructions. If that's the case, follow your instructor's wishes -- and if you're not sure, contact your instructor to make sure you're on the right track.



Question #2

How or when do you incorporate the assignment instructions?



Question #3

How do you define a good writing assignment?



Question #4

Where do you see students struggling the most in terms of following the assignment guidelines?



Your questions for the panelists

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-

***NEW* Responding to your assignment guidelines**

- 1) Email your assignment guidelines to salmonh@douglascollege.ca
**Include questions that you have about the assignment guidelines.
- 2) A peer tutor will review your assignment. You will receive the written response by email.
- 3) Student requests always take priority. Time for review will depend on the time of the semester. (Submit during the first three weeks of the semester for a faster response)



Thank you!

Sean

Jackkson

Jimena

Palika

Holly



@dclearningcentre

douglascollege.ca/learningcentre