

**COLLIN COLLEGE**

**ENGLISH  
DEPARTMENT  
SOURCE  
BOOK**

**Writing Center**

2018-19

## Collin College's Writing Centers

Collin has a Writing Center location at each of the main campuses.

<b>Plano Campus:</b>	D 203	972-881-5843	<a href="mailto:sccwritingcenter@collin.edu">sccwritingcenter@collin.edu</a>
<b>Frisco Campus:</b>	LH141	972-377-1576	<a href="mailto:prcwritingcenter@collin.edu">prcwritingcenter@collin.edu</a>
<b>McKinney Campus:</b>	A104	972-548-6857	<a href="mailto:cpcwritingcenter@collin.edu">cpcwritingcenter@collin.edu</a>

The Online Writing Center's Website: [www.collin.edu/studentresources/writingcenter/](http://www.collin.edu/studentresources/writingcenter/)

### Writing Center tutors will assist students in learning how to:

- Understand the assignment and professor's expectations.
- Brainstorm, plan, and/or organize ideas for a writing assignment.
- Construct a thesis statement or topic sentence, or determine the focus of the paper.
- Develop and connect supporting ideas to the main idea or thesis statement.
- Apply proper citation methods for MLA, APA, or Chicago.
- Take ownership of the paper and the ideas contained in the paper.
- Develop the ability to revise independently.

### Students can visit the writing center for help with:

- Class assignments, research papers, English essays, speeches, lab reports
- Scholarship applications and admissions essays
- Getting started: *I have my assignment, but I don't know how to start...*
- Drafting ideas and brainstorming: *I have some written, but I'm not sure what else to add...*
- Final revision stages: *I think it's almost ready to go, but I still have a few questions...*

## FAQs

**Who can use the Writing Center?** Any student enrolled at Collin College

**What can students expect?** The Writing Center's goal is to help students become better writers. *The writing tutors will not fix or edit papers, but they will gladly help identify problems and explain how and why to fix them.* Tutors focus first on "higher order" concerns that affect the whole paper:

- Thesis/Main Idea
- Content Development
- Organization
- Unity
- Audience

Then, if time permits, they address “lower order” concerns

- Sentence structure
- Grammar
- MLA, APA or other source citation styles

**Do students need an appointment?** Students are strongly encouraged to schedule an appointment ahead of time. Walk-ins are taken based on tutor availability.

**How are appointments scheduled?** Students can schedule their own appointments at each of the campus Writing Centers’ individual scheduling sites. The first time a student visits any of the campus Writing Centers’ scheduling sites, they will need to register for an account with that Writing Center using their Collin email address. A separate account must be created for each Writing Center’s scheduling site, but the same login information may be used to create each account.

Writing Center Scheduling Pages:

**Plano Campus:** [mywco.com/springcreekwc](http://mywco.com/springcreekwc)

**Frisco Campus:** [mywco.com/prcwc](http://mywco.com/prcwc)

**Central Park:** [www.mywco.com/cpc](http://www.mywco.com/cpc)

1. Click here to register.

### Frisco Writing Center

You have successfully logged out of the system.

**First visit?** [Register for an account.](#)  
**Returning?** [Log in below.](#)

EMAIL ADDRESS:

PASSWORD:

CHOOSE A SCHEDULE:

Check box to **stay logged in:**  [?](#)

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**Having trouble logging in?** [Reset your password.](#)

**Using screen reader software?** [Access the text-only scheduler.](#)

**Receiving unwanted text messages?** [Remove your cell phone number.](#)

2. Click a white rectangle at an open appointment time.

Sep. 19: WEDNESDAY	9:00am	10:00am	11:00am
Nathan			
Melissa	<input type="button" value=""/>		
Tim			
Diane		<input type="button" value=""/>	
Monica K			
Ali			

Secure | <https://collin.mywconline.net/reserve.php?type=r&ts=1537506000&resid=&m>

**Jennifer**

Fill out the form below in order to save this appointment. Questions marked with a \* are required.

**Appointment Limits:** Appointments must be between 30 minutes and 1 hour in length.

Time: **Friday, September 21:**  to

What course is this assignment for? (ex. English 1301, personal, application, etc.): \*

What do you want to work on? \*

Who is your instructor? (N/A if not applicable): \*

If your instructor would like an email about this session, provide their email



### 3. Fill out the appointment form that opens.

**How long is a Writing Center tutoring session?** The McKinney Writing Center offers 1-hour appointments. The Plano and Frisco centers offer 30-minute appointments for students bringing in drafts 1-4 pages in length and 1-hour appointments for a) students bringing in drafts 5+ pages long, b) students who are enrolled in INRW or ESL, and c) students who have a documented ACCESS accommodation.

**How often can a student have an appointment with a Writing Consultant?**

- Students are allowed two appointments/sessions per week.
- Students are allowed only one appointment per day.
- Only one assignment may be reviewed in each session.

**What are the Writing Center Hours?** Visit

<http://www.collin.edu/studentresources/writingcenter/> for a full list of each center's hours

**Is real-time online tutoring available?** Yes! Online tutoring is now available at all Collin College Writing Centers.

**How do students schedule online appointments?** To access the online appointment schedule, students will need to click the “Choose a schedule” dropdown list when logging in and select the online schedule. White rectangles in the online schedule indicate available appointments. When filling out the appointment form to schedule an online appointment, students will be prompted to attach their document to the appointment. Students will need to attach the essay at the time they schedule the appointment; they will have the option to upload a newer version at the beginning of the appointment time.

**How do students attend online appointments?** The student should log into the schedule a few minutes before their appointment time and click the square for their appointment. When their appointment form opens up, they will click the red link that says "Start or Join Online Consultation."

**What are the technology requirements for online appointments?** Students must have a webcam and mic or headset.

**What about asynchronous online appointments? Can students submit a draft and receive written feedback on it?** Asynchronous “Drop-Box” appointments are available through the Plano Campus Writing Center. The DropBox schedule may be accessed by going to the Plano Writing Center scheduling site and selecting “OWL DropBox Essay Upload” from the “Choose a schedule” dropdown list. Instructions for uploading an essay and receiving feedback are provided upon logging in.

**What essential documents or information should students bring to the Writing Center?**

- CWID# for check-in
- Students MUST have the writing prompt, drafts with notes, feedback from instructors, or application instructions
- Any notes or research
- Comments from the instructor on this or other writing
- A typed, printed copy of your draft (two required at PRC)

**Please encourage your students to:**

- Visit the Writing Center early
- Come with a clear goal in mind: getting started, developing paper contents, learning how to cite sources, etc.
- Bring all relevant materials: drafts, sources, assignment directions.
- Be aware that it may take more than one session to fully address all areas of the assignment.

**Other Services: Writing Center Workshops**

Each campus Writing Center offers workshops (also referred to as seminars) about various writing and research topics. These workshops are led by writing consultants and faculty and

staff volunteers and are typically scheduled 2-3 times per week during each long semester. Many English composition instructors choose to award lab credit to students who attend workshops. Students do not need to pre-register for workshops, and they will receive proof of attendance from the presenter. Individual campus workshop schedules can be accessed through the [Collin College Writing Center home page](#).