

WTC Visit Form

Professor Charles Rubenstein - MSCI 222C

Instructions:

Please use one copy of this form to document each of your visits to the *Writing & Tutorial Center (WTC)*. Make sure to complete all parts of the form before submitting it to your instructor.

Name of Student: _____

Course: _____

Writing assignment brought to the *WTC*: _____

During my consultation with my writing tutor, we discussed (check all that apply):

- Improving my argument and/or the message of my written work
- Improving the organization of my ideas
- Improving the overall flow of my writing
- Increasing the clarity of my sentences and paragraphs
- Improving the grammatical structure of my sentences
- How to correctly cite my sources of information
- Formatting of my bibliography
- Correcting spelling errors
- Other: _____

Information below to be filled out by WTC Tutor

At the end of your visit to the WTC, please have your writing tutor complete the following information. Make sure that you get your tutor to sign and date this form!

Name of tutor: _____ Date of visit: _____

Approximate duration of visit: 0-10 min. 10-30 min. 30-60 min. > 60 min.

Tutor's signature: _____