In this presentation:

- Schedule
- Guidelines for sending documents
- Structure of writing instruction (asynchronous vs synchronous; CASS; Writing Centre)
- Benefits of writing instruction
- What to expect from writing instruction
- Student resources
Writing Instruction Schedule

All appointments held *virtually**

1) Asynchronous appointments: **Tuesdays**, 12:30-3:30 pm or 12:30-4:30 pm
2) Asynchronous *or* synchronous appointments:
   - **Wednesdays**, 5:00-7:00 pm or 5:00-8:00 pm
   - **Thursdays**, 5:00-7:00 pm
3) A/synchronous appointments: **Fridays**, 1:00-4:00 pm; 1:00-5:00 pm *(Writing Centre)*

For Tuesday, Wednesday, and Thursday appointments contact: blondeau@yorku.ca
For Friday appointments, enrol with Writing Centre & book appointments online: https://writing-centre.writ.laps.yorku.ca/enrol/

**Please see CASS Writing Instructor schedule for availability, as the hours change throughout the semester**
Guidelines for sending documents for review

1) Email a copy of your draft paper to me by 4:30 pm on Tuesday (blondeau@yorku.ca), or, if you have booked an asynchronous appointment for Wednesday or Thursday, by the end of that appointment. For example, if you have an asynchronous appointment booked for Wednesday, 5:00-5:30 pm, send your draft by 5:30 pm on Wednesday.

2) I will conduct an online review, and return the document to you within 24 hours (e.g. by 4:30 pm on Wednesday, or by 5:30 pm on Thursday).

3) Please include brief instructions:
   1) 2-3 sentences explaining the assignment
   2) Identify up to 3 issues you want me to review (for example, strength of argument; grammar; introduction; use of quotations; citation method).

4) Format: Please use 2.0 line spacing. Include your name on the paper.

5) Send as an email attachment (doc or doc.x; not google docs).

5) After I return your paper, if you want further information, you can email me to set up a virtual (Zoom) appointment for Wednesday or Thursday evening. Please check schedule for my availability.
Benefits of Writing Instruction

• You learn to approach your assignments with more confidence.
• You learn the steps involved in writing:
  • Writing as a process (skills development; time management);
  • Writing as a product (developing the end result; fulfilling your assignments).
• You learn to edit your own work:
  • Ask yourself questions about your writing as you review your paper(s).
• You understand how, and why, “writing is re-writing.”
• You understand that revising assignments is part of this process.
• You become more confident in your abilities as you strengthen your writing skills.
Writing Assistance
In Individual Instruction I will:

• Discuss your work at any stage of the writing process:
  • discuss weekly responses; discuss assignments; brainstorm for ideas;
    comment on drafts; comment on finished and/or graded work;
• Provide comments on emailed draft assignments;
• Provide follow-up discussion in individual face-to-face appointment (30 to 60 minutes over Zoom)
• Highlight structural issues (e.g. run-on sentences, comma splices, verb/tense agreement, lack of clarity, difficulties with argument)

Please note: I provide confidential and non-judgemental writing instruction. Anything discussed in our appointment(s) will remain between us.
More specifically...

- I identify areas where your writing could be strengthened, and we discuss how you can manage this. For example, if you have many run-on sentences, I will highlight several, but probably not all, instances of these in your paper. I might provide one or two examples of the correct structure so that you can identify and correct other mistakes of the same type.

- I will also identify areas where your argument/analysis could be strengthened; this is where we have discussions about your ideas, and how you are presenting them. This can be very satisfying!!

- This is how you learn to strengthen your own writing. This is part of the process, and how you learn to develop a stronger final product. You carry this skill forward to all of your writing.
Student resources:

Interactive (modules providing information about all stages of writing):
SPARK: http://www.library.yorku.ca/spark/
OWL at Purdue: https://owl.english.purdue.edu/owl/ (click on ‘site map’)

Services provided by York University:
York University Libraries: http://www.library.yorku.ca/web/
    Learning Skills Services: https://www.yorku.ca/scll/learning-skills/
    Learning Commons: http://learningcommons.yorku.ca/
York University Writing Centre, S311 Ross: http://writing-centre.writ.laps.yorku.ca/
✓ Sign-up for a workshop:
    https://writingcentre.writ.laps.yorku.ca/services/writing-workshops/
✓ Register / sign-up for one-to-one appointments:
    https://writing-centre.writ.laps.yorku.ca/enrol/

And, of course: Your CASS Writing Instructor: blondeau@yorku.ca
Your CASS Learning Skills Peer: wesley10@my.yorku.ca