What to expect of SASS Writing Consultants:

- Consultants will NOT “fix” your paper.
- Consultants will NOT correct your spelling and/or grammar errors, but rather help you to develop your thinking as a whole and help you improve overall as a writer.
- Consultants WILL provide strategies and help you recognize and work through your writing issues.

For a successful writing consultation in the SASS Studio:

- Remember to visit at any stage in the researching/writing process.
- Bring along the assignment/guidelines, your draft, and any reference materials that you are using.
- Fill out Side One- Preparation for Consultation on this sheet.
- Bring your Writing Handbook.

Student’s Name_____________________________
Student’s e-mail ____________________________@defiance.edu
Class Rank (circle one) F  S  J  R  O    (circle one) Traditional  or  Nontraditional Student?
Residence (circle one) On  or  Off  Campus
Athlete? If so, what sport? ________________________________
Professor’s Name____________________________ Date__________________
Assignment Due Date____________________ Assignment/Guidelines attached: ☐ Yes ☐ No
Course _________________________________
In your own words what is the assignment...
____________________________________________________________________________________
____________________________________________________________________________________

My thesis statement is that...
____________________________________________________________________________________
____________________________________________________________________________________

I want feedback on...
____________________________________________________________________________________
____________________________________________________________________________________
Client/Student Name:______________________________________________________________

Writing Consultants Name:________________________________________________________

Date____________ Day____________ Time in/Time out______________________________

This visit is (circle any) Required Voluntary Repeat

For the Student:

I suggested the student work on the following components of the writing process (check all that apply):

Prewriting/Drafting...

- Understanding the assignment
- Utilizing effective prewriting/brainstorming strategies
- Generating working thesis
- Developing the thesis with reasoning
- Supporting the reasoning with specific details and evidence

Revising...

- Organizing for logical flow of reasoning and evidence to fulfill assignment’s purpose
- Improving any missing evidence or details to build stronger support
- Utilizing transitional phrases to create unity and coherence
- Formulating content and style of writing to match intended audience’s knowledge and attitudes towards the subject
- Writing of Introductory paragraph to effectively introduce purpose and thesis
- Writing of Concluding paragraph to successfully leave the reader with something to think about and not introduce a new topic

Editing...

- At the paragraph level:
  - Keeping consistent reasoning point and linking evidence with reasoning
- At the sentence level:
  - Expressing parallel ideas, creating clear emphasis, and utilizing varied structure
  - Using active voice (except in transitions), employing appropriate language, and avoiding wordiness
  - Utilizing suitable words to match intended tone

Documenting Sources...

- Using sources in sensible and useful ways
- Signaling sources with appropriate attribution
- Ending sources with correct in-text documentation
- Including an accurate documentation page

For the Instructor:

These are the strategies I used with the student to assist with the writing process:

________________________________________________________________________________
________________________________________________________________________________
________________________________________________________________________________
________________________________________________________________________________
________________________________________________________________________________
________________________________________________________________________________
________________________________________________________________________________
________________________________________________________________________________
________________________________________________________________________________
________________________________________________________________________________

The student came to the Studio with:

- Nothing
- Assignment/Guidelines
- Prewriting/Outline
- Draft
- Writing Handbook