Faculty Guide to the UAHuntsville Writing Program

# What is the Purpose of the Writing Program?

The Writing Program, a part of the Student Success Center (SSC), increases opportunities for student-centered learning at UAHuntsville through peer consulting. In the Writing Program, students help each other with many aspects of writing:

* + Understanding the assignment
  + Critical thinking
  + Planning
  + Organizing
  + Revising
  + Editing

# What do Students do during a Writing Program Appointment?

A standard appointment is a 50-minute meeting between a student and a writing consultant. These meetings can take place at any stage of the writing process, from brainstorming through final editing. Typically, global issues (purpose, thesis, organization, and support) will be addressed during a consultation unless the student requests otherwise.

# How Can Students Make an Appointment with the Writing Program?

Any enrolled undergraduate student can make an appointment with the Writing Program. Consultants work with writing assignments in all disciplines. Students make appointments online, which is accessible through the SSC website (www.uah.edu/ssc). They can log in using their Charger ID and default password (first letter of first name, first letter of last name, last six digits of their A-number). Students should bring all relevant materials about the assignment to the appointment, including the assignment sheet, draft (if available), and/or any notes about the assignment.

# Who Works in the Writing Program?

We select consultants from students (undergraduate and graduate) across the university. These students have been recommended by faculty, have exceptional skills in writing and critical analysis, and maintain a high grade point average. All consultants receive training in writing-specific topics.

# How Will I Know If My Students Use the Writing Program?

When students make an appointment in TutorTrac, they will select their class from a dropdown menu. After the session, you will receive an email about the student’s visit.

# How Can I Encourage Students to Use the Writing Program?

* Mention it on the syllabus; include the website address
* Announce availability of the Writing Program to the entire class
* Invite a consultant to give a brief (ten-minute) presentation about the Writing Program
* Explain that revising is a beneficial part of the writing process for **all** writers