

For Faculty:

Are you thinking of referring a student to the NMU Writing Center? Great!

Here are a few reminders for faculty about the work we do that may shape your referral:

1. We can help students with any part of their writing process. Whether a student is having difficulty beginning a writing project, or is having difficulty with grammar, usage, or punctuation, we can help!
2. Tutorials run about 30 minutes. Since time is limited, tutors will need to focus the work of the tutorial. Please understand that a student and piece of writing may need more than one tutorial, if there are multiple issues to address.
3. Students are encouraged to provide this focus. At the beginning of each tutorial, the tutor will ask the student what he or she would like to work on.
4. If the student is unsure or does not provide a focus for the tutorial, the tutors will assess the writing and prioritize concerns, and then determine a focus for the tutorial. In staying with the proven best practices of our field, our tutors are trained to address higher order concerns first, and then lower order concerns. You can read more about that here: <https://owl.english.purdue.edu/owl/resource/690/01/>
5. Please remember that, more than anything, our tutors are trained peers, providing an audience reaction to the general functionality of the student's writing. While we can help students find information that may inform their writing, such as citation information, document formatting information, etc., we cannot always provide guidance on specific disciplinary conventions.
6. Since disciplinary conventions vary widely, and affect everything from formatting to sentence length to word choice, the more we know about your specific expectations, the more helpful we can be.

Here are a few things you can do to ensure your student's tutorial is helpful and productive:

1. Make sure the student knows to bring as much information from you and the course as is necessary. These may be guidelines for the specific assignment, the course syllabus, and/or a course textbook. Anything that provides information directly relevant to the assigned writing will be helpful to the tutors on staff.
2. If you have noted specific areas of concern to you in the student's writing, and you want the student to focus on those areas of concern in his or her tutorial, make those clear to the student, and then also make sure the student notes those areas of concern to the tutor.