Date: ____________
Student: ______________________________________
Course: ______________________________________
Instructor: _____________________________________
Assignment: ___________________________________

Instructors, please check one or two items below and provide information that can help the student and tutor prioritize their work in the tutoring session.

Students, please prepare for your tutoring session. Bring all written instructions for the assignment, textbook or readings, notes, drafts, and questions. And don’t be shy…please ask a staff person if you have any questions or problems!

☐ Content/Organization
   __ Prewriting/gathering ideas
   __ Focus/Thesis
   __ Organization
   __ Paragraph development
   __ Transitions
   __ Introduction
   __ Conclusion
   __ Other:

☐ Grammar
   __ Verb tense
   __ Word Form
   __ Word Choice
   __ Sentence Structure
   __ Punctuation
   __ Word Choice
   __ Articles
   __ Prepositions
   __ Other:

☐ Other (reading comprehension, vocabulary, discussion, etc.):

Notes:
______________________________________________________________________
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• For more information about the WRC or to apply for an individual weekly tutor, go to http://deanza.edu/studentsuccess/wrc/
• See a presentation about what to expect from your tutoring session, and handouts on how tutors help with grammar and how get the most from your tutoring session: http://deanza.edu/studentsuccess/wrc/aboutus.html.