

SMSU Writing Center Appointment Schedule Fall Semester 2021

<u>Sunday</u>	<u>Monday</u>	<u>Tuesday</u>	<u>Wednesday</u>	<u>Thursday</u>	<u>Friday</u>
Sebastian 12:00 – 2:00 pm	Amanda 2:00 – 3:00 pm	Olivia 12:00 – 1:00 pm	Kristen 2:30 – 4:30 pm	Sebastian 8:30 – 9:30 am	Kenzie 11:00 – 12:00 pm
Melissa 1:00 – 2:30 pm <i>(online)</i>	Natalia 3:00 – 5:00 pm	Sarah 4:30 – 6:00 pm	Jim 4:30 – 5:30 pm	Sarah 9:00 – 10:00 am	Maria 12:00 – 1:00 pm <i>(online)</i>
	Jim 4:30 – 5:30 pm	Kristen 5:00 – 6:00 pm		Melissa 12:00 – 2:00 pm <i>(online)</i>	
				Maggie 1:00 – 2:00 pm	
				Brady 3:00 – 5:30 pm <i>(online)</i>	

Please note:

Some tutors are available online-only depending on the day and time. Please check the online schedule for specific appointment type availability.

The Writing Center will be closed on days when the University is closed due to holidays or weather.

Making Appointments

Students can choose from three types of sessions:

-  face-to-face (on campus in BA 527)
-  online meeting/chat (use the online whiteboard while talking with a tutor online in real time)
-  e-Tutoring (upload your paper by the appointment time and receive comments back; do not need to be present)

Please know that the availability of the different kinds of sessions can vary, so be sure to note what type of appointment you signed up for.

All appointments are made using the SMSU Writing Center's Online Scheduler, found on our web page:

<https://www.smsu.edu/campuslife/writingcenter/>

Helpful Tips:

- Use the Waiting List feature if your preferred day/time for an appointment is already booked (the link to the waiting list can be found under each day on the schedule)
- Please let us know if you need to cancel an appointment **in advance** by logging into the online scheduler and canceling your appointment there.
- Students who miss **more than two (2)** appointments **without** notifying the Writing Center in advance will only be allowed to meet with Writing Center consultants on a drop-in basis if a consultant happens to be available. This includes forgetting to upload your paper for an e-Tutoring appointment.

* There might be additional hours posted in the online scheduling system as need arises, so please check for the complete schedule there.