UWC Asynchronous Writing Support

The asynchronous structure is intended to provide writing support for students who are not able to attend face-to-face sessions or for whom face-to-face interactions do not provide the type of support the student needs.

Asynchronous responses differ from face-to-face sessions because the immediate response and dialogue opportunities are not readily available. The reflective responses required with submission of a text for an asynchronous writing consultation provide a framework that would typically be discussed in a face-to-face session and offer writers an opportunity to critically reflect on their writing process and the text they are submitting.

Here are parameters for how the UWC responds to asynchronous writing consultations:

- We use the Writer’s Critical Reflection (see reflective questions listed below) to formulate the best response strategies, such as writing questions and feedback using the “Comment” feature of Word.
- We will note patterns of sentence-level errors (up to two different patterns), but we will not mark any editing corrections in the document.
- Because of the asynchronous environment, we act as writers responding to other writers. We do not play the role of expert; we offer our expertise and response to the text.
- Since tutoring is most successful when a dialogue occurs, we encourage follow-up sessions and clarifying questions.
- Documents must be submitted as a .doc or .docx or .rtf. Other file forms will not be accessible and thus cannot be responded to.
- Assignment descriptions and/or rubrics should be uploaded at the time the appointment is scheduled.
- For documents between 1-10 pages, expect a turn-around of 48 hours during weekdays or 72 hours if the response time overlaps with weekends.
- For documents over 10 pages, responses will take longer. An email outlining the response schedule will be sent to the student writer when this situation occurs.

Writer’s Critical Reflection (REQUIRED document): Questions for student writers to respond to with submission of their writing for asynchronous writing support.

A) Summarize the assignment.
B) What are the goals for this assignment in the context of the course? If this document is not for a course, what rhetorical purpose does this document serve?
C) What has been your writing process for this draft thus far?
D) What do you think is working well in this draft?
E) What is your primary concern with this draft?
F) If you had more time or could prioritize this paper/text, what would you work on and why?

It is expected that you will need to ask clarifying questions and engage in a dialogue. Please send all inquiries to writingcenter@unr.edu You will receive a response to questions clarifying feedback within 48 hours during the week and within 72 hours over weekends (though responses may occur sooner). We also encourage follow-up asynchronous and face-to-face sessions.