



University of Maryland University College

EFFECTIVE WRITING CENTER

FACULTY GUIDE

Helping Students Find the Writer Within

The Effective Writing Center offers an array of writing-related services to the UMUC community throughout the world. It's where undergraduate and graduate students can submit writing assignments online for feedback from expert, trained advisors, and where you can get help designing effective writing assignments. The center's mission is to help UMUC students improve their writing by addressing a variety of writing issues, modeling excellent writing, and furnishing rationales for all comments provided on papers and through our various resources and services. From guidance on the writing process to providing guest lecturers for your classes, the Effective Writing Center is your one-stop resource for helping students become better writers.



THE EFFECTIVE WRITING CENTER OFFERS STUDENTS

- Written and audio feedback on writing assignments (organization, introductions, transitions, conclusions, etc.)
- Answers to writing-related questions
- Self-study activities on research and writing
- A plagiarism tutorial module
- Resources on topics from argument development to English as a Second Language
- An *Online Guide to Writing and Research* with related links and self-assessments

THE EFFECTIVE WRITING CENTER MAKES IT EASY FOR YOU TO

- Get expert guest lecturers to speak to classes about writing
- Design effective writing assignments
- Develop rubrics for grading
- Attend workshops through the Center for Teaching and Learning
- Request center conference areas for WebTycho classrooms

For more information about what the Effective Writing Center can do for you, visit www.umuc.edu/ewcfaculty or e-mail writingcenter@umuc.edu.

THE CENTER'S EXPERIENCED WRITING ADVISORS ARE

- Advanced undergraduates, graduate students, professionals, and UMUC faculty
- Trained in an intensive program that includes mock and live student writing requests
- Available 24 hours a day for one-on-one online writing advice.

CENTER ADVISORS WILL NOT

- Edit student papers or "fix" punctuation, spelling, or grammar
- Write any part of an assignment
- Suggest or comment on grades

SEND YOUR WHOLE CLASS TO THE EFFECTIVE WRITING CENTER, OR LET THE CENTER COME TO YOU

The Effective Writing Center can help your entire class with a writing project.* Simply notify the center in advance and provide a copy of the assignment. Or consider inviting an Effective Writing Center guest lecturer to come in and speak to your class. The choice is yours—the center is committed to what works best for you and your students.

**The Effective Writing Center accepts a limited number of requests per day. Students may not be able to submit their papers immediately during unusually busy periods, so sufficient time should be budgeted to allow for delays.*

THE EFFECTIVE WRITING CENTER HELPS STUDENTS WRITE FOR COURSES IN ANY SUBJECT

- Writing
- Literature
- History
- Business
- Accounting
- Legal Studies
- Psychology
- Biology
- Educational principles
- Graduate disciplines
- And more

The center will advise your students in five areas: assignment, thesis and organization, development and research, formatting and citations, and grammar and mechanics. Sample advice can be found on the center's Web site at www.umuc.edu/writingcenter.

TUTOR TRAINING

Do you know a student interested in pursuing a career in education, journalism, writing, or editing? The Effective Writing Center, in partnership with the undergraduate writing faculty, offers the perfect tutor training course, WRTG 387 Issues and Methods in Tutoring Writing. For more information, go to www.umuc.edu/writingcenter, e-mail writingcenter@umuc.edu, or call 301-985-7856.

ABOUT UMUC

University of Maryland University College (UMUC) is one of the 11 degree-granting institutions of the University System of Maryland. The global university specializes in high-quality, career-oriented degree and nondegree programs tailored to the needs of today's working adults.

UMUC has earned a worldwide reputation for excellence as a comprehensive virtual university and, through a combination of classroom and distance-learning formats, provides educational opportunities for lifelong learning to students in Maryland, as well as throughout the United States and the world. UMUC serves its students through undergraduate and graduate degree and certificate programs, noncredit leadership development and customized programs, and conference services at its Inn and Conference Center in Adelphi, Maryland. For more information regarding UMUC and its programs, visit www.umuc.edu.

EFFECTIVE WRITING CENTER FOR MORE INFORMATION

WEB:

www.umuc.edu/ewcfaculty
www.umuc.edu/writingcenter

PHONE:

301-985-7000, ext. 2890
800-888-UMUC (8682), ext. 2890

MAIL:

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University of Maryland University College is accredited by the Commission on Higher Education of the Middle States Association of Colleges and Schools, 3624 Market Street, Philadelphia, PA 19104 (267-284-5000), one of the six regional accrediting agencies recognized by the U.S. Department of Education.

UMUC is governed by the University System of Maryland Board of Regents and certified by the State Council of Higher Education for Virginia.

UMUC is a constituent institution of the University System of Maryland.