

The Writing Center

Main Campus (845) 431-8095

South Campus (845) 790-3610 x3226

Tutoring Services Hours

Main Campus / Hudson Hall Room 503

Mon: 9:00 a.m. — 7:30 p.m.

Tue: 9:00 a.m. — 7:30 p.m.

Wed: 9:00 a.m. — 7:30 p.m.

Thur: 9:00 a.m. — 7:30 p.m.

Fri: 9:00 a.m. — 4:00 p.m.

DCC South / Room 237

Mon: 2:00 p.m. — 5:30 p.m.

Tue: 11:00 a.m. — 6:30 p.m.

Wed: 2:00 p.m. — 4:30 p.m.

Thur: 11:00 a.m. — 3:30 p.m.

Computer Lab Hours

Main Campus Only / Hudson Hall 503

Mon 8:00 a.m. — 8:00 p.m.

Tue: 8:00 a.m. — 8:00 p.m.

Wed: 8:00 a.m. — 8:00 p.m.

Thur: 8:00 a.m. — 8:00 p.m.

Fri: 8:00 a.m. — 5:00 p.m.

Dutchess Community College

STATE UNIVERSITY OF New York

53 Pendell Road, Poughkeepsie, NY 12601-1595

Questions and answers about our **TUTORING SERVICES**

Do I need an appointment?

It would be smart to make one if you are facing schedule constraints or a fast approaching deadline for an assignment. The Writing Center has only so many tutors available at any time, and we are often very busy. If you want to be certain that a tutor will be available to see you, an appointment is your best bet. Appointments are scheduled for 45 minutes, and you're permitted one appointment per day. In an attempt to see as many people as possible throughout the semester, we can hold appointments for only 5 minutes after the scheduled stop time. If you don't appear, we will work with drop-in students seeking appointments.

Is tutoring offered only for English papers?

No. We offer free peer and professional tutoring for writing in all courses. In fact, approximately 45% of our visitors have non-English class assignments in business, history, biology, health, psychology, math, criminal justice, nursing, and other classes.

Are the tutors arrogant and judgmental?

Not at all. The tutors are friendly, caring, and understanding. Most of our tutors are well-trained fellow students who are familiar with your teachers, your assignments, and your questions. Our tutors are constantly working to improve their own writing and are eager to share the tips, skills, and strategies they've learned with you.

Do I need to have a paper written when I come in?

No. Our tutors have all experienced that dreadful feeling of not knowing how to start a paper and will help you overcome your own writer's block. They will talk with you about the nature of the assignment and

discuss your ideas. Our tutors are trained to assist you with your written work through all the steps of the writing process, and that includes early brainstorming and outlining work. So make certain to bring your written assignment descriptions to the Center for your appointment!

Will The Writing Center help me improve my writing skills?

We emphasize long-term progress as you build confidence and develop more complex writing styles. 90% of the students who work regularly with tutors in the Center receive at least a C in the courses for which they sought assistance; 70% receive an A or B. When you work in the Writing Center, you'll see your skills, confidence, and grades increase!

May I bring a friend?

Yes. If you are working on a collaborative assignment with a friend in the same class, you can work together with a tutor. When scheduling your appointment, please alert The Writing Center staff of your intention.

Can The Writing Center help me with my college application essay and/or resume?

Absolutely! In addition to your academic assignments, our tutors can assist you with planning, drafting, and formatting your: college application essay, personal statement, resume or CV, cover letter, and reference list. Our tutors can also help you make any of these documents look clean and professional.

May I use the Writing Center as a quiet place where I can sit and write?

Yes. There are tables and chairs where you can work on your writing and outlets for your laptop. We have a number of instructional handouts about topics such as grammar, organization, research, documentation, and style. We also have reference library with texts, thesauri, and dictionaries for in-Center use.

Visit The Writing Center

Computer Lab

At our computer lab, we offer free computer assistance by our teaching lab assistant and student aides. You may use the Center's **computers**, **scanner**, and **printers** for academic work. Access to the internet and the college library's databases will help you with research projects.

No appointments are necessary for lab use (only sign-in).

Special note: Make certain to bring a **USB thumb drive** or use **Google Docs** to save your documents when working on the computers in the Writing Center lab. All work not saved by either of those two methods will be automatically erased and cannot be recovered the moment the computer is rebooted!

Tutoring Services

WE

DISCUSS assignments and their organization before the writing is begun.

HELP students get started on a paper.

RESPOND to rough drafts by asking questions that help to clarify meaning and stimulate new thinking.

WORK with students on concerns about grammar, usage, diction, and punctuation.

EXPLAIN & REVIEW exercises connected with grammar, sentence structure, paragraph content, etc., provided that they are not homework assignments.

Although we **DO NOT** edit papers for errors, we **DO** help students understand concepts of grammar and punctuation and apply them to their written work. We also review principles of effective proofreading.

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Dutchess South * Room 237

Learn about online tutoring at:
www.sunydutchess.edu/writingcenter

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