



## Developmental Writing Tutorial Form

Revised 6/06/2011

Student: \_\_\_\_\_ Instructor: \_\_\_\_\_

Course:  Writing Skills I  Writing Skills II  Writing Skills III

You have been assigned to visit the Learning Lab (Tutoring Lab) for help. When visiting the lab, please bring this form, your essay, and your writing assignment handout with you.

### Student needs assistance with

\_\_\_\_ **Prewriting:** Gathering ideas for an essay

\_\_\_\_ **Drafting:**

\_\_\_\_ Organizing

\_\_\_\_ Writing the thesis statement (a sentence that states one overall main idea and clearly addresses the prompt)

\_\_\_\_ Writing topic sentences (each topic sentence states one main idea that clearly supports the thesis)

\_\_\_\_ Paragraph development (relevant examples and explanations, all sentences flow and contribute to the topic sentence)

\_\_\_\_ Writing introductory paragraphs (lead-in, thesis, optional essay map)

\_\_\_\_ Writing concluding paragraphs (a developed paragraph that sums up the argument)

\_\_\_\_ **Revising:**

\_\_\_\_ Overall organization

\_\_\_\_ Thesis statement

\_\_\_\_ Topic sentences: \_\_\_\_\_ Body Par 1 \_\_\_\_\_ Body Par 2 \_\_\_\_\_ Body Par 3

\_\_\_\_ Paragraph development: \_\_\_\_\_ Body Par 1 \_\_\_\_\_ Body Par 2 \_\_\_\_\_ Body Par 3

\_\_\_\_ Introductory paragraph

\_\_\_\_ Concluding paragraph

\_\_\_\_ Paragraph coherence

\_\_\_\_ **Proofreading:**

\_\_\_\_ **Major Errors**

\_\_\_\_ comma splices (cs)

\_\_\_\_ run-ons (ro)

\_\_\_\_ fragments (frag)

\_\_\_\_ subject- verb agreement (sv agr)

\_\_\_\_ verb tense consistency (vb t)

\_\_\_\_ sentence sense-has all of the

elements of a sentence but

doesn't make sense (ss)

\_\_\_\_ articles/prepositions wording (awk)

\_\_\_\_ **Minor Errors**

\_\_\_\_ commonly confused words on list (ccw)

\_\_\_\_ apostrophe usage: possessives/contractions/misuse (apos)

\_\_\_\_ comma usage: items in a series, coordination, introductory clause or phrase, coordinate adjectives, transitional expressions (cu)

\_\_\_\_ unnecessary commas (unc)

\_\_\_\_ pronoun case/agreement/reference (pron)

\_\_\_\_ capitalization (cap)

\_\_\_\_ missing word/letter/word ending:

-ed, -s, -ing, -ly, -ies (miss)

\_\_\_\_ parallelism (par)

\_\_\_\_ other punctuation ---? : "" (pn)

\_\_\_\_ Final Draft

Tutors: With the student's consent, feel free to write on the student's paper.

See Reverse Side

Additional Comments:

Tutor's Name: \_\_\_\_\_

Date: \_\_\_\_\_

Tutor's Signature: \_\_\_\_\_

Time worked with Student: \_\_\_\_\_

Campus: \_\_\_\_\_

Tutor's Comments:

**Words Commonly Confused**

WSI students are accountable for 1-10	WSII students are accountable for 1-20.	WSIII students are accountable for 1-30.
1. a – an – and 2. are – our 3. its – it's 4. knew – know – new – no 5. than – then 6. their – there – they're 7. to – too –two 8. were – we're –where 9. whose – who's 10. your – you're	11. accept – except 12. many – much 13. advice – advise 14. among – between 15. quiet – quit – quite 16. raise – rise 17. set – sit 18. though – thought 19. thorough – threw – through 20. want – won't	21. amount – number 22. few – less 23. could have – would have – should have 24. affect – effect 25. loose – lose 26. passed – past 27. principal – principle 28. sense – since 29. suppose – supposed to use—used to 30. weather -- whether

See Reverse Side