



Developmental Writing Tutorial Form

Revised 12/16/2015

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