

THE WRITING CENTER
FACULTY INFORMATION SHEET

Name

Extension #

Office Location

Courses Taught:

Types of Writing Assigned (Please check all that apply):

- | | |
|----------------------------|------------------------|
| _____ Summary | _____ Critique |
| _____ Critique and Summary | _____ Review |
| _____ Report | _____ Expository Essay |
| _____ Research Paper | _____ Reaction Paper |
| _____ Journal | _____ Essay Test |
| _____ In-class Essays | _____ Letters |
| _____ Memos | _____ Lab Reports |
| _____ Creative Writing | _____ Other _____ |

Purposes/Expectations:

Special Considerations (Please note anything special about you or your students which will help Writing Center staff members be of greater assistance):

Evaluation (How do you consider content, organization, style/expression, grammar/mechanics?):

(Please attach copies of all writing assignments and any sample papers that you are willing to have available for students to view)