

the writing centers at Saint Mary's

the twin cities

We can best help you if you do the following:

Face-to-Face Appointments

1. Bring a copy of your paper (in hard copy or on your laptop).
2. Bring a copy of your instructor's assignment guidelines.

Email Appointments

1. Upload an MS Word electronic copy of your paper. We do not respond to PDF or Google Docs.
2. In the comment section, share what you would like to work on and any questions you have for the consultant.
3. Provide a description of your assignment instructions or upload a copy with your paper.

Email & Telephone Appointments

1. Upload an MS Word electronic copy of your paper. We do not respond to PDF or Google Docs.
2. In the comment section, share what you would like to work on and any questions you have for the consultant.
3. Provide a description of your assignment instructions or upload a copy with your paper.
4. Expect a call about midway through your appointment time.

Telephone Appointments

1. Expect a call at the start of your appointment time.

Optional

1. Upload an MS Word electronic copy of your paper. We do not respond to PDF or Google Docs.
2. Provide a description of your assignment instructions or upload a copy with your paper.