

Re: Reading and Writing Center

Morales-Diaz, Enrique <emoralesdiaz@westfield.ma.edu>

Wed 3/18/2020 12:32 PM

To: Tobin, Kimberly <ktobin@westfield.ma.edu>; Padykula, Nora <npadykula@westfield.ma.edu>; Savini, Catherine <csavini@westfield.ma.edu>; **facstaff** <facstaff@westfield.ma.edu>

Cc: Todd, Emily <etodd@westfield.ma.edu>; Hanselman, Jennifer <jhanselman@westfield.ma.edu>; Mills, Juline E. <jmills@westfield.ma.edu>; Mackie, Carlin <cmackie@westfield.ma.edu>

📎 1 attachments (14 KB)

TutoringSupport (1).docx;

Dear colleagues,

As we continue working on the FAQ for students, I share with you the information on Tutoring Support. I am also including the link to the coronavirus update page (<http://www.westfield.ma.edu//student-life/health-services/coronavirus-update>) where you can find information that students have already received from Academic Affairs and Student Affairs.

In the meantime, we are also working on a centralized location where we will make this information available.

Please let me know if you have any questions.

Enrique

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From: Tobin, Kimberly <ktobin@westfield.ma.edu>

Sent: Wednesday, March 18, 2020 12:02 PM

To: Padykula, Nora <npadykula@westfield.ma.edu>; Savini, Catherine <csavini@westfield.ma.edu>; facstaff <facstaff@westfield.ma.edu>

Cc: Morales-Diaz, Enrique <emoralesdiaz@westfield.ma.edu>; Todd, Emily <etodd@westfield.ma.edu>; Hanselman, Jennifer <jhanselman@westfield.ma.edu>; Mills, Juline E. <jmills@westfield.ma.edu>; Mackie, Carlin <cmackie@westfield.ma.edu>

Subject: Re: Reading and Writing Center

Will there a central repository where all of this information will be posted? I have seen important info on Reading/Writing, changes to CURCA, mental health services, and teaching resources. I am (and assume others are) in information overload and focusing solely on my family, student advising, and converting my courses at this moment. I would love to be able to look back to one place for this information over the next few weeks.

Thank you for considering this.

Kim

Kimberly A. Tobin, PhD

Department of Criminal Justice
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From: Padykula, Nora <npadykula@westfield.ma.edu>
Sent: Wednesday, March 18, 2020 10:31 AM
To: Savini, Catherine <csavini@westfield.ma.edu>; facstaff <facstaff@westfield.ma.edu>
Cc: Morales-Diaz, Enrique <emoralesdiaz@westfield.ma.edu>; Todd, Emily <etodd@westfield.ma.edu>; Hanselman, Jennifer <jhanselman@westfield.ma.edu>; Mills, Juline E. <jmills@westfield.ma.edu>; Mackie, Carlin <cmackie@westfield.ma.edu>
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Thank you Catherine.

This is incredibly useful and a great template. If other student success programs on campus could send us something like this we can distribute it in our classes and post on whatever platforms faculty are using.

Thanks.

Nora

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From: Savini, Catherine <csavini@westfield.ma.edu>
Sent: Wednesday, March 18, 2020 10:16 AM
To: facstaff <facstaff@westfield.ma.edu>
Cc: Morales-Diaz, Enrique <emoralesdiaz@westfield.ma.edu>; Todd, Emily <etodd@westfield.ma.edu>; Hanselman, Jennifer <jhanselman@westfield.ma.edu>; Mills, Juline E. <jmills@westfield.ma.edu>; Mackie, Carlin <cmackie@westfield.ma.edu>
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Greetings,

Please let your students know that the Reading and Writing Center is up and running online. After I trained the writing consultants (who are both staff and students), we started conducting online sessions this week. The sessions are going really well, and the students we have worked with are still deeply invested in their writing projects. I was impressed by the number of students who chose to keep their appointments this week.

Pass this link onto your students with these instructions:

<http://www.westfield.ma.edu/academics/reading-and-writing-center>

First time Reading and Writing Center users: Click on "Make an Appointment" and then "Register for an Account." Once you've signed in, the white boxes are available appointments. Click on the one that works with your schedule.

For your online session:

Step 1: a few minutes before you session, sign into WC Online and click on your appointment.

Step 2: then click on **START OR JOIN ONLINE CONSULTATION**

Step 3: a pop up should open asking you to enable video and microphone.

Step 4: the writing consultant will start the session with you by asking what you'd like to work on. Feel free to paste the assignment and, if you have one, a draft in the white board.

Let me know if you have any questions,

Catherine

Pronouns: she/her/hers

Catherine Savini, Ph.D.

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Reading and Writing Center Director

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