Pre-Consultation Reflection

Successful sessions with Writing Lab consultants start with identifying specific areas of concerns to address during your appointment. The following questions below may help you prepare for your session.

1. In your own words, describe the document you’re working on.

2. What are the assignment directions? If this is not an assignment for a class, do you have relevant information (such as a job advertisement, instructions for a personal statement, and so forth) that can be helpful?

3. When is your assignment due?

4. Choose three concerns from the list below and rank them from 1-3, with 1 being the most important.
   - ESL issues
   - Understanding the assignment / getting started
   - Introductions / conclusions
   - Thesis statement / argument
   - Addressing an audience
   - Logical sequences / organization
   - Adequate development / support
   - Using sources / research skills
   - Citations (APA, MLA, etc.)
   - Resume or cover letter
   - Document design
   - Grammar / mechanics

5. Please tell us, in your own words, what you would like us to focus on in your consultation.

6. Please tell us some of the strengths and weaknesses you see in this document.

7. What kind of feedback (from an instructor, peers, etc.) have you received on this document?

8. Have you visited the Writing Lab for this document before? ☐ Yes ☐ No

9. How confident are you about this current piece of writing?
   - Very Confident
   - Somewhat Confident
   - Neutral
   - Somewhat Unconfident
   - Very Unconfident

10. How successful do you believe this current piece of writing will be?
    - Very Successful
    - Somewhat Successful
    - Neutral
    - Somewhat Unsuccessful
    - Very Unsuccessful