

MAKING APPOINTMENTS:

You'll need a valid student ID to make an appointment.

Walk-ins are available on a first come, first served basis when a tutor is available.

Appointments are for (1) hour or less, twice weekly in each subject.

To cancel an appointment, please stop by or phone us 24 hours in advance: 447-7489 or leave a message at 201 447-7837.

After two (2) No Shows, you will not be allowed to make appointments in advance, but you may still come in on a "walk-in" basis.



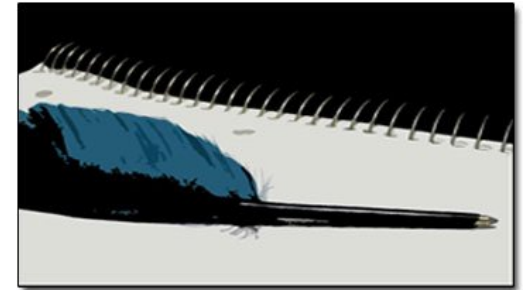
The Learning Assistance Center tutor training program is CRLA approved.



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THE WRITING CENTER



IN THE
HENRY AND EDITH CERULLO
LEARNING ASSISTANCE CENTER

The Writing Center is here to help both beginning and experienced writers at all levels develop and refine their writing skills.

We can't (and won't) guarantee a "perfect paper," but our peer and professional tutors offer what all writers need: skilled and honest readers.

Welcome to the BCC writing community!

OUR TUTORS ARE HERE TO:

- ✓ identify writing skills you've mastered and those you still need to learn.
- ✓ find patterns of error and offer techniques to encourage independent self-correction.
- ✓ ask clarifying questions.
- ✓ help you own your work, locate your audience, and refine your voice.
- ✓ give you an opportunity to write and receive immediate feedback
- ✓ assist with pre-writing strategies such as outlining, brainstorming, and clustering.
- ✓ help with reading comprehension of textbooks, essays, and other assignments.
- ✓ offer research strategies, including how to narrow/broaden/complicate the scope of your thesis/question to meet page requirements.
- ✓ help you quote, paraphrase, and properly cite sources, both in-text and in a Works Cited, so as to avoid plagiarism.
- ✓ listen and act as a scribe and sounding board to help you hear yourself.

It's not that I'm so smart; it's just that I stay with problems longer. —Albert Einstein

OUR TUTORS WILL NOT:

- ✓ proofread or correct your papers for you.
- ✓ choose a topic or write an outline for you.
- ✓ write for you (though they may act as your scribe, writing what you say as you say it).
- ✓ do your research for you (though we will help you evaluate your sources)
- ✓ discuss your performance, work, or grades with others.
- ✓ guarantee results or grades, give you a grade, or speculate on the grade you will receive.

WHEN YOU VISIT:

- ✓ Bring a hard copy of your draft, even if you want to revise on one of our computers.
- ✓ Bring a pen or pencil.
- ✓ If you can, bring a copy of the assignment.
- ✓ Bring any additional texts/books you think you might need

Please keep due dates in mind and allow yourself enough time to work on assignments.

Try to break your writing assignments into steps and give yourself time to complete each one, rather than waiting until the last minute to start and finish the whole thing.

Failure to plan on your part does not constitute an emergency on our part.

Always make new mistakes.

—Esther Dyson