

Ferris State University Writing Center  
 Guide for Synchronous Online Tutoring

**Online Tutoring**

Step One: Go to **www.ferris.mywconline.com** and log in 5-10 minutes before your appointment.

Step Two: Click on your appointment on the schedule.

If you haven't yet made an appointment, click on a white box with the time and writing consultant that works with your schedule. Choose only consultants who offer online sessions – look under their names to see what they offer.

 Jan. 11: THURSDAY	9:00am		10:00am		11:00am		12:00pm		1:00pm	
<b>Lee Sherlock</b> <small>Face-to-face or online</small>										
<b>Melissa Lloyd</b> <small>Face-to-face or online</small>										
<b>Missy Mitchel</b>										
<b>Sadaf Ferdowsi</b> <small>Face-to-face or online</small>										
<b>Sam Kodeski</b> <small>Face-to-face or online</small>										

 Jan. 12: FRIDAY	9:00am		10:00am		11:00am		12:00pm		1:00pm	
<b>Casey Bias</b> <small>Face-to-face or online</small>										
<b>Harley Harrison</b> <small>Face-to-face or online</small>										
<b>Justin Vance</b> <small>Face-to-face or online</small>										
<b>Lee Sherlock</b> <small>Face-to-face or online</small>										
<b>Melissa Lloyd</b> <small>Face-to-face or online</small>										
<b>Sadaf Ferdowsi</b> <small>Face-to-face or online</small>										
<b>Sam Kodeski</b> <small>Face-to-face or online</small>										

Ferris State University - Google Chrome

Secure | https://ferris.mywconline.com/reserve.php?type=m8&resid=sc15a57b706dabf7

**Lee Sherlock**

Use the form below to modify, view, or cancel this appointment. Questions marked with a \* are required.

**Appointment Limits:** Appointments must be between 30 minutes and 1 hour in length.

**Time:** Friday, January 12: 2:00pm to 3:00pm

**Meet Online?** Yes - Schedule Online Appointment

**Start or Join Online Consultation**

**Course:** WC Online 101 \*

**Instructor/Professor:** marquard \*

**Class Standing:** junior \*

Please check 2 - 4 writing concerns that you are wanting consultation with:

- paragraph organization and transitions
- clarity and concision
- thesis statement
- integrating research (paraphrasing and quoting)
- APA/MLA formatting/in-text citations/referencing
- Comma use/comma splices/run-on/ sentence fragments
- subject/verb agreement
- verb tense
- article use
- introduction and conclusion
- topic sentences
- point of view (first/second/third person)
- sentence structure / concerns with constructing sentences

\* You must select at least one of the above answers.

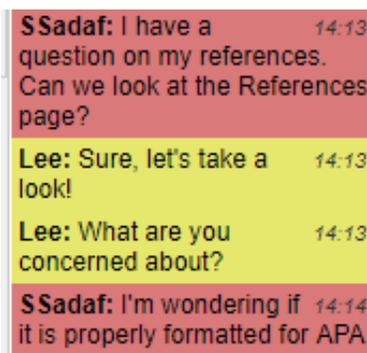
**Where in the writing process is your writing?** first rough draft \*

Step Three: Click on “Start or Join Online Conversation” on the popup screen.

Step Four: At the top right of the screen, click on the button with two arrows to import your writing project. Once you click on this button, it will ask you to attach a file which will automatically load onto the screen. Please note that there will be some formatting changes such as losing line spacing or headings.



Step Five: At the bottom right of the screen, there is a chat window where you can type messages to your writing consultant. Press Enter to send.



Sources:

1. Algar, Hamid. [First initial instead of name] *Roots of the Islamic Revolution*. New York: Islamic Publications International, 2004. Pp 119-153. Print. [Year in parentheses comes after author's name]
2. Arendt, H. (1998). *The Human Condition, 2nd Edition*. Chicago: University of Chicago Press. Pp 22-78, 175-247. Print.
3. Kazemzadeh, M. (2002). *Islamic Fundamentalism, Feminism and Gender Inequality in Iran under Khomeini*. Lanham: University Press of America. Print.
4. Poya, M. (1999). *Women, Work & Islamism: Ideology and Resistance in Iran*. London: Zed Books. Print.
5. "Proper." <http://oed.com/view/Entry/152660?rskey=c20B8z&result=1&isAdvanced=false#eid>
6. Shahidian, Hammed. *Women in Iran*. Westport: Greenwood Press, 2002. Print.
7. Zerilli, Linda. "Why Feminism and Freedom Both Begin with the Letter F." *Feminism and the Abyss of Freedom*. Chicago: University of Chicago Press, 2005. Pp 1-31. Print.

of an entire first name.

Lee: The order of when the year appears is slightly different for APA too 14:19

Lee: In this case it'll be in parentheses after the author's name. 14:19

SSadaf: Ok, let me try the next one 14:21

SSadaf: Do these look better? 14:23

Lee: Yep, looks good to me! 14:24

SSadaf: Thanks, Leel! Can we look at my thesis statement on the first page? 14:24

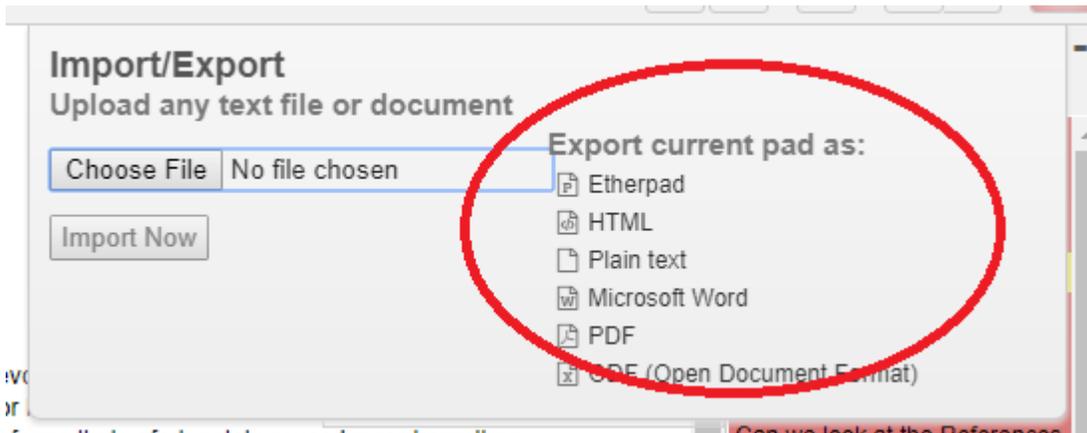
Step Six: Place your cursor onto the text so you and your consultant can make edits directly on your paper. We recommend typing your in-text comments in **bold** so that you will see where you made edits after the session. The different colors do not transfer when you export your document, but the bolded text does.

Step Seven: You can also highlight portions of text. Drag your cursor across the portion of desired text, right-click "Cut," right-click "Paste," and the text will re-appear as highlighted.

... people, that create and allow conditions for multiple revolutions, I will see unforeseeable outcomes in their "regular" lives—something which Arendt discusses in her relationships between them in *The Human Condition*. More specifically, I will discuss public and private realms. Secondly, I will apply Arendt's discussion of political action to occur, Iranians transform their homes into a sort of public realm. I would like to argue that political action in post-Revolutionary Iran is still politically significant because they "establish relations and cr

Step Eight: When your consultation has ended, click on the button with two arrows at the top right and select how you would like to export your document (e.g. Microsoft Word, PDF). Your edited project will be downloaded onto your computer.

Please note some formatting will change when you export, so allocate time to make corrections. For example, your writing project will export as single-spaced, so you will have to change to double-spaced if that is a formatting requirement.



Step Nine: Logout when you are all finished.

**Additional Help?**

If you have further questions, please contact the Writing Center at 231-591-2534.