

### Instructor/Tutor Dialogue Form

This form is designed to facilitate communication between Writing Center tutors and instructors. While the form is designed to be filled out by the instructor first, on occasion the tutor may initiate the dialogue. If there are any questions please feel free to call the Writing Center at the above number and ask for one of the directors or the specific tutor who has been dealing with the student.

Instructor: \_\_\_\_\_ Extension: \_\_\_\_\_ OK to call?  Yes  No

Student: \_\_\_\_\_ Course: \_\_\_\_\_

<b>Instructor's response to the draft:</b>	Needs improvement on:
<input type="checkbox"/> Understanding the assignment <input type="checkbox"/> Focus on topic <input type="checkbox"/> Thesis/Main Idea <input type="checkbox"/> Format <input type="checkbox"/> Development <input type="checkbox"/> Organization <input type="checkbox"/> Paragraphing <input type="checkbox"/> Sentence structure	<input type="checkbox"/> Word choice <input type="checkbox"/> Grammatical forms <input type="checkbox"/> Punctuation <input type="checkbox"/> Spelling <input type="checkbox"/> Documentation <input type="checkbox"/> Quotation/Paraphrase <input type="checkbox"/> Other _____
Comments:	
<b>Writing Center Tutor's Report:</b>	We worked on the following:
We have the following questions:	
Date:	Tutor's signature: