Summer 2023 West Campus Writing Assistance

In-Person

The hours of operation for **in-person tutoring** are:

**Monday-Thursday
9 a.m. to 6 p.m.**

Come visit us on campus:

- **Building 5, Room 155**
- (407) 582-5454
- **Walk-ins welcome** or plan ahead and **make an appointment** online:

How to Book an Appointment for In-Person Assistance:

1. Sign in to your ATLAS account.
2. Click on "Courses."
3. Click on the link for "West Campus Writing Center (in-person help)."
4. Create an account (first-time users only)
5. Select the desired date and time, save your appointment, and wait for your confirmation email.

Call or come in to the Writing Center if you need help creating an account or making an appointment.

Questions, comments, concerns?
Email us at:
westwritingcenter@valenciacollege.edu

Online

The hours of operation for **live Distance Tutoring** are:

**Monday-Friday
10 a.m. to 9 p.m.
Saturday & Sunday
11 a.m. to 7 p.m.**

Two types of assistance:

1. Live Writing Assistance

- Connect with a writing tutor online in real time through Zoom
- Students can ask questions and receive immediate answers and feedback

How to Access Live Online Assistance:

→ Go to **ATLAS**, click **COURSES**, and under "My Courses" click **Online Tutoring**
→ **Click** on the "**Writing, Reading & Speech**" tab
→ Click on "**Live Writing Assistance**"

2. Submit a Writing Assignment

- Students submit their writing along with a description of the assignment to the essay queue
- Written feedback is provided within 3 business days

How to Submit a Writing Assignment:

→ Go to your **Canvas** and click on a course
→ On the left menu, click the **Brainfuse** tab, then "Launch Brainfuse"
→ Select "Submit Paper" within the Writing Lab service