



Looking to become a better writer?
Need help with a writing project?

Check us out. Visit early. Visit often.

Writing Consultations for UM Staff

The Writing Center offers **free one-to-one tutoring** and workshops to all UM community members seeking to become more effective writers. We help UM staff as they plan, execute, revise, and edit pieces of writing for any professional purpose.

Scheduling an appointment:

- By-appointment 30-60 minute consultations are available in LA 144.
- To set up an appointment, contact one of the following Writing Center directors:

Jake Hansen, Associate Director	jacob.hansen@umontana.edu
Gretchen McCaffrey, Associate Director	gretchen.mccaffrey@umontana.edu
Kelly Webster, Director	kelly.webster@umontana.edu

- Please contact us with questions: (406) 243-2470
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What to bring

Whether you want help with a short memo, a formal report, a presentation, a public document, or an internal document, you should bring any guidelines you have for your writing task. The tutor will be better able to help you meet high writing standards if he or she understands the context for the piece of writing. In addition, you should bring notes or a draft of your document. If you have not yet started a draft, bring any preliminary ideas and questions you have generated.

What to expect

Your tutoring session will be an active conversation in which the tutor will ask you many questions and offer advice and feedback appropriate to your task. The tutor will not write, edit, or correct your work. While the tutor will facilitate your writing process as you explore ideas and options, you will decide what changes to make based on your discussion with the tutor. Allow time after the tutoring session for making revisions.

How to benefit

All writers need readers. Your goal in visiting the Writing Center should be to gradually become a more effective writer in a professional environment. For the greatest benefit, schedule an appointment well before your deadline so that you have time to revise based on the tutor's feedback.