RWC
READING/WRITING CENTER/SE

PCC Southeast Library 218, Phone: (971) 722-6280

Instructor form

Today's date:_____
Student's name:_____
Course:_____
Instructor:_____
Instructor contact info (email or phone):_____

Purpose of visit (circle):
☐ Writing ☐ Reading
☐ Scholarship ☐ Other

Issues to be addressed:

Writing	**Reading**
Formulating a thesis	Inference
Developing paragraphs	Vocabulary building/strategies
Paragraph structure	Annotation
Grammar/mechanics	Critical reading
Sentence structure	Note taking
Organization and flow of ideas	Finding main idea
Sentence focus	Major vs. minor support
Citations (APA, CMS, MLA)	Identifying bias
Outlining, reverse outlining, concept mapping	Interpreting assignments
Avoiding plagiarism	Textbook reading strategies
Personal statements	Patterns of organization
Other (specify):	Other (specify):

Notes:

**If possible, please attach assignment to this form if the student is working on a specific task.*