### Writing Lab Information for Arkansas Tech Students:

Welcome to the Arkansas Tech University Writing Lab. The Writing Lab’s mission is to help you become a better thinker, writer, and communicator. The Arkansas Tech University Writing Lab serves all currently enrolled students –on-campus, commuter, on-line, eTech, ELI, and high school concurrent students.

* The Writing Lab is in Witherspoon 365 and is open Monday to Thursday from 1 PM to 5 PM. You don’t need an appointment – just show up.
* The Writing Lab opens on the first day of classes and closes for holidays, Winter Break, and Spring Break. The Writing Lab and Online Writing Lab closes for the semester on Reading Day. Online submittals received before Reading Day will get a response.
* The tutors are graduate students in the MA, MLA, MTESL, or MTESOL programs. There are usually 10 to 12 GA’s who tutor each semester.
* There should be at least two tutors scheduled to work each hour the Writing Lab is open. Often, more tutors are working.
* For ENGL-0303 Comp Workshop and ENGL-1013 Comp I students, the tutors can help you master the description, narrative, process, compare and contrast, classification, and any other essays your instructor assigns. We’ll work with you on principles of good writing and the writing process. Bring us your draft essay and the assignment instructions, and we’ll help you out.
* For ENGL-1023 Comp II students, writing the argumentative essay, we’ll help with thesis statements, topic sentences, and argument evidence and logic to produce clearly written presentations of the paper’s ideas. Tutors may be able to assist with library research tools and MLA, APA, Chicago Manual of Style use. Bring us your draft essay and the assignment instructions, and we’ll help you out.
* Any other Tech students – concurrent, eTech, on-campus undergrad or graduate students -- working on a writing assignment are welcome to visit the Writing Lab or to submit to the Online Writing lab.

### How to Enroll in the Online Writing Lab:

1. Log in to Blackboard at [https://bblearn.atu.edu](https://nam02.safelinks.protection.outlook.com/?url=https%3A%2F%2Fbblearn.atu.edu%2F&data=05%7C01%7Ckchambliss2%40atu.edu%7C258aa73f7e764dffef9008da2edf1028%7C7db7ffd2db6d4416bd6d71f1de7994d2%7C0%7C0%7C637873832835501266%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=tMqf%2BDrd55xfmjYQTFOLnMHaF%2BPajNP%2FC8gS%2BX9OB6U%3D&reserved=0)
2. On the left navigation pane click **Assist**
3. Look for the tile listed as **Online Writing Lab**and click **"Try It Out"**
4. On the next page click **Submit,**then **OK.**
5. You're now enrolled in the Online Writing Lab! You can access the lab by clicking on **Organizations** in the left navigation pane in Blackboard and searching for "Online Writing Lab"
6. Once in the page, Click on the "Online Writing Lab" button to your left. Then click on the appropriate semester’s journal.
7. In this page, Click on "Create Journal Entry” in the upper, left side of the page.
8. In Title, enter your name, your instructor’s name, and, in Entry Message, tell the tutors what you'd like them look at in your paper.
	1. Note on attaching files, in "Journal Entry Files," click on "Browse My Computer" and click on "Attach File." ***The file must be a WORD file. Other word processors like Word Perfect may not work. Blackboard will not allow tutors to comment on Google Doc submittals.***
9. Finally, click on "Post Entry."