

Online Writing Center

A.T. STILL UNIVERSITY | ATSU



What the OWC has to offer

ATSU's Online Writing Center (OWC) is a resource for both students and faculty. Our goal is to ensure student success.

The OWC has online resources covering APA formatting, citations, references, tools for organizing a paper, and tips for writing introductions, thesis statements, conclusions, paragraphs, and more.

Students are encouraged to visit the OWC website to get answers to routine APA questions and basic writing help.

Faculty are also encouraged to use the website to help them as they provide feedback to students.

The OWC website is accessed in the portal at

ATSU Online > ATSU Online Writing Center

or via the **WebCT** main page.

What the OWC does

The OWC reviews student papers for compliance with APA formatting and citation guidelines and SHM dissertation guidelines.

We provide substantive feedback on organization and structure, logical development of topic, and all the basic mechanics of grammar, punctuation, voice, and word choice.

What the OWC doesn't do

The OWC does not make comments relative to content. However, we do make comments about content in respect to whether enough information is presented to enlighten the reader, the credibility of certain sources (e.g., Wikipedia and non-scholarly publications), and we do point out factual errors, as well as assertions and claims masquerading as facts.

When to submit papers

For short papers, students are encouraged to send a draft to the OWC as soon as they have a solid draft, with a title page and references (if appropriate), or at least 36 hours prior to the submission deadline so that the paper can be reviewed and returned so the student has time to make recommended changes.

For dissertation chapters, the student should make submissions to the OWC after they have been carefully reviewed by the student's committee chair. This process ensures the student's first substantive feedback on organization, structure, research topic, and direction is directed by the chair – not the OWC. Once a student and chair have come to an agreement on a reasonable draft of a chapter, it can be sent to the OWC.

It is our policy to only review papers once – we do a thorough page by page review, and our volume does not allow us to review iterative drafts. However, we always review iterative drafts at the committee chair's request or if substantive changes have been made, generally related to dissertation chapters or projects.



Student policies for using the OWC

- All papers should be sent to atsuonlinewritingcenter@atsu.edu. In the cover email, students should state what they believe to be their area of greatest need.
- All papers must be submitted as MS-Word documents and must have a title page that includes the title, student's name, course number, instructor, and date.
- All papers are reviewed on a first-come, first-served basis.
- Papers less than 20 pages long are generally returned within 24 hours. Papers longer than 20 pages are generally returned in 36-48 hours. Final dissertations are returned within five days.
- The OWC reviews:
 - Compliance with APA style guidelines (formatting and citations)
 - Thesis statement (paper's focus)
 - Development of argument/topic
 - Organization /structure of paper
 - Critical thinking/logic
 - Paragraph development/coherence
 - Writing style/language
 - Punctuation
 - Grammar
 - Sentence construction
 - Word choice
 - Other mechanics
- Only papers assigned for classes in which a student is currently enrolled will be reviewed.
- Follow-up questions and requests for clarifications are always welcome, but a paper is only reviewed once in its entirety (unless substantive changes have been made).
- Students should run spell check and grammar check before submitting a paper for review.
- Students are responsible for the content of the paper, requirements of the assignment, and timely submission. The OWC takes no responsibility for a paper's content, whether or not it meets assignment requirements, or whether or not it

is turned in on time. **Students who submit a paper to the OWC within 24 hours of its due date may not receive a reviewed paper before the class deadline.**

- Students should check with the OWC for changes in turnaround times. During certain times of the term, when volume is especially high, turnaround time may extend to 36 hours for shorter papers.

How the OWC can help faculty

We are your partners in this process, especially for dissertations, which are a bit of an "it takes a village" writing project.

We want to provide faculty as much support as possible. Please look to us to:

- Add links or materials to the OWC that you think are good resources
- Create web pages or sections in the OWC with specific resources for your course(s)
- Review cases of suspected plagiarism – unintentional or otherwise
- Consult with you regarding students who need extra assistance or direction

The OWC is committed to working closely with faculty to help students. If you would like to discuss a different approach or have concerns about our process, we want to hear from you, and we will adjust whatever we can to ensure you are comfortable with our process.



Student satisfaction

"The help was excellent, and the personal touch was second to none. Thanks a million!"

"I have greatly appreciated the professionalism and extremely helpful advice I have received."

"The suggestions and corrections I received were extremely helpful and contributed to the overall quality of my dissertation. Also, feedback was timely and detailed, not at all a 'cookie cutter' or 'canned' review."

"The OWC was very helpful and encouraging. I truly appreciate the assistance."

"This service is greatly appreciated. The feedback gives me the ability to continually improve my writing skills."

"My papers were returned within 24 hrs—amazing! The comments were appropriate and understandable with APA references."

Here to help

The OWC is here to support you. That's why we're open seven days a week between 9 a.m.-9 p.m. CST. Our resources are available to you any time via the OWC website.

For more information, contact

Ade Anast, Ph.D.
Director
ATSU Online Writing Center
641.455.8832

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