**Writing Conferences**

**Don’t Worry, They’re Not Scary!**

WHO will be at a writing conference?

* Just you and I … your writing will be kept confidential.

WHAT is a writing conference?

* You and I will sit down together to review a piece of writing that you’ve completed in class.
* Writing conferences typically last about 10 – 15 minutes.
* We will talk about both the strengths and weaknesses of your essay.
* You will also be given the opportunity to rewrite your essay. Your essay will be given a grade before *and* after the rewrite. These two grades will then be *averaged together for one final grade*. The rewrite is due one week after your writing conference.

WHEN do I make a writing conference?

* I will pass out the “Writing Conference Sign-Up Sheet” in class. I will leave it posted on the bulletin board if you need to reschedule your appointment.
* It is your responsibility to write down the date & period of your conference.

WHERE is a writing conference?

* Most likely it will be in Room 430. I will let you know otherwise.

HOW do I make a writing conference?

* Using the “Writing Conference Sign-Up Sheet”, find a common period that both you and I have free. You may have to give up part of your lunch period to find a mutually convenient time (Sorry). If you’d like, you can bring your lunch to our conference. I am also available after school most days.

WHY make a writing conference?

* This is a mandatory piece of your quarter grade.
* Your essay will not be graded, and you will receive a zero for the essay if you do not make a writing conference appointment.
* This process will improve your writing; not only in English, but *all* your classes!

***I have read the above guidelines about Writing Conferences. I understand what is required of me.***

STUDENT SIGNATURE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ DATE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

PARENT SIGNATURE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ DATE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_