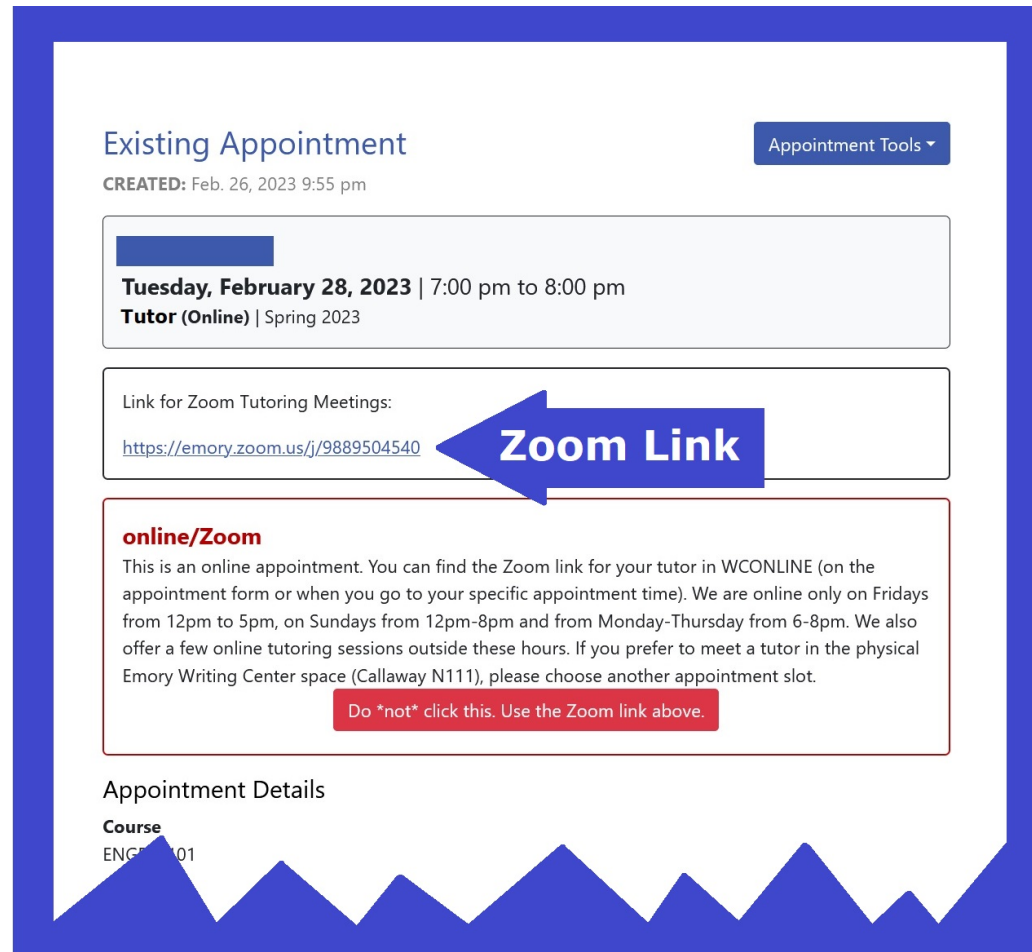


Procedures for Online Appointments

- All Emory Writing Center appointments are reserved via [WOnline](#)
- Appointments must be reserved **at least 2 hours in advance**.
- Writers should check their WOnline appointment form for Zoom meeting info (see below).



Existing Appointment Appointment Tools ▾

CREATED: Feb. 26, 2023 9:55 pm

Tuesday, February 28, 2023 | 7:00 pm to 8:00 pm
Tutor (Online) | Spring 2023

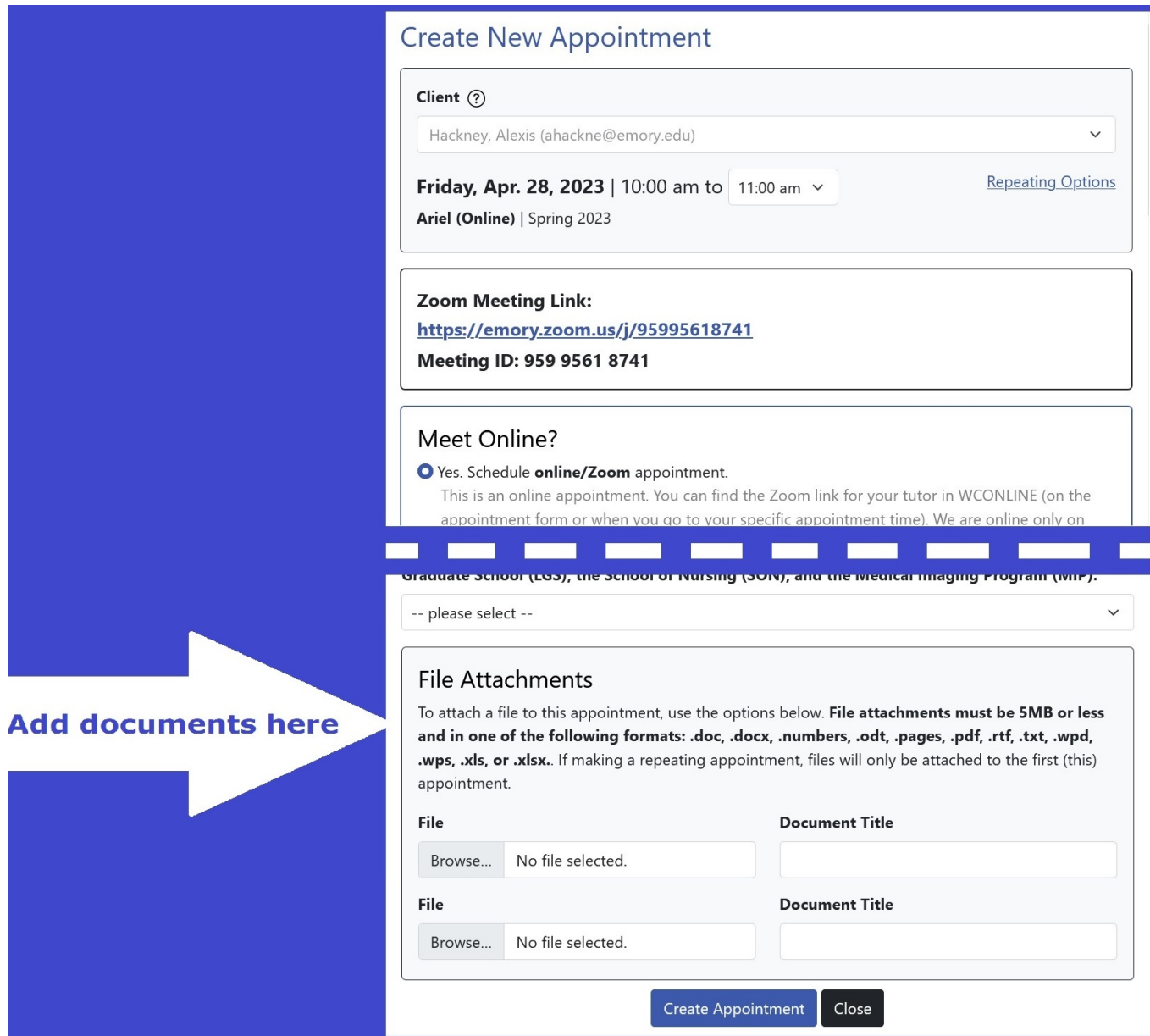
Link for Zoom Tutoring Meetings:
<https://emory.zoom.us/j/9889504540> **Zoom Link**

online/Zoom
This is an online appointment. You can find the Zoom link for your tutor in WCONLINE (on the appointment form or when you go to your specific appointment time). We are online only on Fridays from 12pm to 5pm, on Sundays from 12pm-8pm and from Monday-Thursday from 6-8pm. We also offer a few online tutoring sessions outside these hours. If you prefer to meet a tutor in the physical Emory Writing Center space (Callaway N111), please choose another appointment slot.

Do *not* click this. Use the Zoom link above.

Appointment Details
Course
ENGL 101

- Writers are asked to share copies of their drafts (and assignment prompts, if available), so that both the tutor and writer can read along together as they work.
 - Writers can attach their documents to their WOnline appointments (see below) or share their documents (via a method both tutor and writer agree upon such as screen sharing or Google Docs) during their Zoom meeting.



Create New Appointment

Client ?
Hackney, Alexis (ahackne@emory.edu) ▼

Friday, Apr. 28, 2023 | 10:00 am to 11:00 am ▼ [Repeating Options](#)
Ariel (Online) | Spring 2023

Zoom Meeting Link:
<https://emory.zoom.us/j/95995618741>
Meeting ID: 959 9561 8741

Meet Online?
 Yes. Schedule **online/Zoom** appointment.
This is an online appointment. You can find the Zoom link for your tutor in WCONLINE (on the appointment form or when you go to your specific appointment time). We are online only on

Graduate School (GS), the School of Nursing (SON), and the Medical Imaging Program (MIP).
-- please select -- ▼

File Attachments
To attach a file to this appointment, use the options below. **File attachments must be 5MB or less and in one of the following formats: .doc, .docx, .numbers, .odt, .pages, .pdf, .rtf, .txt, .wpd, .wps, .xls, or .xlsx.** If making a repeating appointment, files will only be attached to the first (this) appointment.

File	Document Title
<input type="text" value="Browse..."/> No file selected.	<input type="text"/>
<input type="text" value="Browse..."/> No file selected.	<input type="text"/>

Add documents here

Policies for Online Appointments

Please take the time to thoroughly read the following policies, as they have been adjusted to accommodate the larger demand for distance tutoring appointments. If a policy is not listed below, our standing policy still applies. A full list of Writing Center policies can be found at <https://writingcenter.emory.edu/about/policies.html>

- **Appointment Cancellations**
 - Writers are required to cancel their appointments at least **3 hours in advance**.
 - Writers must use WOnline to cancel their appointments.
 - Writers may **not** cancel appointments by emailing or calling tutors, the writing center, or writing center leadership.
 - WOnline will not allow writers to cancel an appointment less than 3 hours before its scheduled start time.
 - If a writer does not show for an appointment and fails to cancel that appointment 3 or more hours before the start time, that writer will be considered a "no-show."
- **No-shows**
 - Writers are responsible for canceling their appointments via WOnline.
 - If a writer fails to show up for a scheduled appointment and has not canceled the appointment on WOnline, the writer will be counted as a "no-show."
 - Writers who arrive more than 15 minutes late for an appointment will also be counted as no-shows.
 - Writers with 2 no-shows will automatically be blocked from making appointments for the rest of the semester.
- **Bring a Digital Copy of Your Writing with You**
 - Instead of a hard copy of their writing, writers will be required to share a digital copy of their draft during their Zoom meeting. When possible, writers should also share a copy of their assignment prompt.
- **Recording Online Tutor Sessions Is Prohibited**
 - No one may record Emory Writing Center tutoring sessions without the knowledge and expressed written consent of the Emory Writing Center director, the writing center staff conducting the session, and the writer.