



If it's writing, we can help!

The Judith Anderson Herbert Writing Center offers free, one-to-one help to all students in the UT community.

We offer online appointments for undergraduate and graduate students in any discipline, for students whose first or strongest language is not English, and for students working on materials they're preparing for employment or graduate/professional school.

Our constructive feedback is designed to help students improve their written work and their writing processes.

Conversations may be about anything from brainstorming for ideas, to organizing the structure of a written text, to learning how to polish final drafts—including how to find and correct sentence-level errors and how to proofread effectively.

We work with writers on any type of document, including academic essays for any course, scientific lab reports, literature reviews, abstracts, book reviews, theses/dissertations, and more. We also help writers with citing sources using APA, MLA, Chicago, and other formats.

**Make online appointments:
<https://utk.mywconline.com>**

Real-time (synchronous) video- and email-based consultations available.

For more information and updates about our services, see: <https://writingcenter.utk.edu>

Contact us anytime: writingcenter@utk.edu



To Make an Appointment:

1. Log in at <https://utk.mywconline.com>. (First-time users must register for a free account.)



2. Select the appropriate schedule.

- **Undergraduate Video-Based General Writing Help**
- **Undergraduate Email-Based General Writing Help**
- **Graduate Student Writing Help** (video)
- **Application Materials Help** (video)
- **ESL Writing Help** (video; for undergraduate and graduate students whose first or strongest language is not English)



Is **video** or **email** best for your writing situation? Click [here](#) for guidance.

3. Change the week as desired (at the top of the screen).

4. Choose the time you prefer. All appointments are listed in Eastern time. Available times are shown in white boxes. An appointment box will appear (must allow pop-ups from WOnline).

Mar. 24: Tuesday	9:00am	10:00am	11:00am	12:00pm	1:00pm
Anita  ONLINE ONLY					
Anne L.  ONLINE ONLY					

5. Adjust the length of the appointment using the drop-down menu, if desired (video only).

6. Answer all requested questions. Provide as much detail as possible about your writing situation and what you'd like help with.

7. **You MUST attach a document if you have an email-based appointment, now or anytime BEFORE the appointment start time.** For video appointments, you can attach anytime before or during your appointment.

8. Click "Create Appointment."

9. Read the confirmation and reminder emails you receive. They include important information about your appointment.

When it's Time for Your Appointment:

Video:

- Log in at <https://utk.mywconline.com> a few minutes before your appointment. Remember that appointments are listed in Eastern time, so you must make the adjustment if you're in a different time zone.
- Open your appointment box, and click "Start or Join Consultation." Allow camera and microphone access to WOnline.

Email:

- IN ADVANCE of the appointment start time (Eastern time), make sure you have uploaded your document and provided specific details about your assignment and what you want help with, so that we will know what feedback to give you. Email appointments without documents attached are considered "No Shows."
- About 30 minutes after the appointment start time, you will receive feedback via email on your document.

Cancel at least 1 hour in advance if you cannot make it to a video appt. or cannot upload your document before the start time of your email appt. Log in, click on your appointment, and click "Cancel this Appointment." If you "No Show" more than 3 times without prior cancellation you will not be able to make future appointments.

For updates and more details about our services, visit:

<https://writingcenter.utk.edu>

Contact us:

writingcenter@utk.edu

