



# BEAR CLAW

CENTER FOR LEARNING AND WRITING

## *Writing Center Consultations By E-Mail!*

Missouri State University students don't just attend seated classes in Springfield...



If you are **enrolled at a satellite location, in an online class, or a dual-credit course**, an e-mail writing consultant is an alternative way to obtain advice regarding your manuscript (e.g., a paper for a course, a thesis chapter, an article for a journal, a letter, an application essay, creative writing). Your paper may be in any stage of the writing process.

A writing consultant will read and give you an overview of the text's strengths and weaknesses. These comments will be returned to you as soon as possible, **normally within 1 or 2 business days**.

Please **email** your paper or text to [writingcenter@missouristate.edu](mailto:writingcenter@missouristate.edu)

**Attach your manuscript as a WORD or RTF document.**

Type "Submission" in the subject line.

**PLEASE NOTE:** The Writing Center will accept submissions only from a valid [live.missouristate.edu](http://live.missouristate.edu) account! Student accounts are now formatted as follows: (student name)[@live.missouristate.edu](mailto:live.missouristate.edu)

In that email, please include **all** of the following information:

- 1. Your first and last name.**
- 2. Your native language (if not English).**
- 3. Your Missouri State University affiliation (Name of HS, for example).**
- 4. Your academic status (e.g., dual credit high school student, freshman, sophomore, junior, senior, graduate student, staff, faculty).**
- 6. Specific concerns and/or questions you have about your text.**
- 7. If your text is a paper for a course, please give the course number and section.**

**Papers accepted September 16 through December 9, 2009**

*The Writing Center is closed whenever the University is closed.*

For information, please e-mail [MichaelFrizell@MissouriState.edu](mailto:MichaelFrizell@MissouriState.edu) or by calling 417-836-5006